



**Authority Meeting
Agenda**

#5/18

June 22, 2018

9:30 A.M.

HEAD OFFICE, 101 EXCHANGE AVENUE, VAUGHAN

Pages

1. **ACKNOWLEDGEMENT OF INDIGENOUS TERRITORY**
2. **MINUTES OF MEETING #4/18, HELD ON MAY 25, 2018**
Minutes [Link](#)
3. **BUSINESS ARISING FROM THE MINUTES**
4. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
5. **DELEGATIONS**
6. **PRESENTATIONS**
 - 6.1 A presentation by Noah Gaetz, Manager, Research and Knowledge Management, TRCA, in regard to item 8.1 - TRCA Guideline for Determining Ecosystem Compensation.
7. **CORRESPONDENCE**
 - 7.1 An email dated June 12, 2018 from The Honourable Pauline Browes, Chair, Friends of the Rouge National Urban Park, in regard to item 8.2 - Toronto Zoo. 6
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10.	MATERIAL FROM BUDGET/AUDIT ADVISORY BOARD MEETING #2/18, HELD ON JUNE 8, 2018 Minutes Link	
10.1	SECTION I - ITEMS FOR AUTHORITY ACTION	

10.1.1 2017 AUDITED FINANCIAL STATEMENTS

Approval of Financial Statements. The 2017 audited financial statements are recommended for approval.

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10.1.2 2019 PRELIMINARY MUNICIPAL LEVIES

Update on the Recommended 2019 Preliminary Municipal Levy Submissions. Update on the 2019 municipal levy submission process.

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10.2 SECTION III - ITEMS FOR THE INFORMATION OF THE BOARD

10.2.1 2017 EXPENDITURES REPORT

Receipt of Toronto and Region Conservation Authority's (TRCA) expenditures for the year ended, December 31, 2017.

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11. MATERIAL FROM EXECUTIVE COMMITTEE MEETING #4/18, HELD ON JUNE 8, 2018

Minutes [Link](#)

11.1 SECTION I - ITEMS FOR AUTHORITY ACTION

11.1.1 GREENLANDS ACQUISITION PROJECT FOR 2016-2020

Flood Plain and Conservation Component, Lake Ontario Waterfront William John Derek and Matilda Jane Murphy (CFN 59756). Acquisition of property located south of Kingston Road and east of McCowan Road, municipally known as 47 Pine Ridge Drive, in the City of Toronto, under the "Greenlands Acquisition Project for 2016-2020," Flood Plain and Conservation Component, Lake Ontario Waterfront.

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11.1.2 CANADA GREEN BUILDING COUNCIL AND ITS GREATER TORONTO CHAPTER

Continuation of Partnership Agreement. Approval to continue existing partnership agreement with the Greater Toronto Chapter of the Canada Green Building Council.

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11.2 SECTION II - ITEMS FOR EXECUTIVE ACTION

11.2.1 SCARBOROUGH WATERFRONT PROJECT

Legal Services – Land Securement (CFN 51351). Award of contract for legal services relating to land securement for the Scarborough Waterfront Project.

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11.2.2 MILNE DAM DEFICIENCY STUDY

Request for Proposal #10006994 – Investigation and Preliminary Design for Deficiencies at Milne Dam. Award of Contract #10006994 for professional engineering consulting services to undertake the Milne Dam Deficiency Study located in the Town of Markham within York Region.

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11.2.3 SCARBOROUGH BUTTERFLY TRAIL PARKING

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11.3 SECTION III - ITEMS FOR THE INFORMATION OF THE BOARD

11.3.1 FLOOD FORECASTING AND WARNING PROGRAM OVERVIEW

Summary of Toronto and Region Conservation Authority's Flood Forecasting and Warning Program. Summary of the Flood Forecasting and Warning Program which provides early detection of potential floods and assists municipal partners in emergency response.

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11.3.2 SECTION 28 REGULATION MAPPING

Comprehensive Update. To inform the Authority of the jurisdiction-wide update to TRCA's Section 28 Regulation mapping based upon the most current information related to natural hazards and natural features.

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11.4 SECTION IV - ONTARIO REGULATION 166/06, AS AMENDED

Receipt of Ontario Regulation 166/06, as amended, for applications 11.1 - 11.26, which were approved at Executive Committee Meeting #4/18, held on June 8, 2018.

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12. NEW BUSINESS

NEXT MEETING OF THE AUTHORITY #6/18, TO BE HELD ON JULY 20, 2018
AT 9:30 A.M. AT HEAD OFFICE, 101 EXCHANGE AVENUE, VAUGHAN

John MacKenzie, Chief Executive Officer

/am

Item 7.1



To: councillor_augimeri@toronto.ca, jheath@markham.ca, kashe@pickering.ca, johnhballinger@gmail.com, colleen.jordan@ajax.ca, Paul Ainslie <councillor_ainslie@toronto.ca>, councillor_crisanti@toronto.ca, Deputy Mayor Glenn John MacKenzie <john.mackenzie@trca.on.ca>, Pauline Browes <[REDACTED]>, LARRY NOONAN <[REDACTED]>, Keith Laushway <[REDACTED]>, kstranks@trca.on.ca,

Cc: [REDACTED]

Bcc: [REDACTED]

Subject: From Friends of the Rouge National Urban Park--request for support changes to the boundary

From: Marlane Koehler <mk@wrtrust.com> - Tuesday 06/12/2018 10:03 AM

History: This message has been forwarded.

1 attachment



Amended boundary-East of Meadowvale 2.pdf

June 12, 2018

To: Members of the Toronto and Region Conservation Authority

RE: Boundaries for the RNUP in the Updated Tripartite Agreement

We want to thank members of the Board for the thoughtful consideration invested into the decision concerning the conveyance of TRCA lands to Parks Canada and the update of the Tripartite Agreement. The establishment of the Rouge National Urban Park is an historic accomplishment decades in the making. At long last, and thanks to the support and leadership of many of you, this precious valley will have the protection and celebration it deserves.

John Mackenzie and TRCA staff have done an outstanding job of working with stakeholders to identify and respond to critical issues raised.

Our organization, the **Friends of the Rouge National Urban Park (RNUP)** and a number of organizations, which support our view, including the Waterfront Regeneration Trust, request that the TRCA Board support the resolutions proposed by the TRCA staff at the Members Meetings on May 25, 2018, with an important change to **Resolution 6, and the addition of Resolution 8.**

Proposed change to Resolution 6: Remove Toronto Zoo Board Approval FRNUP is committed to participating in the Parks Canada process to identify the best location for the flagship visitor/education centre. This renewed consultation process is one of the excellent outcomes of John Mackenzie's stakeholder meetings. However, we object to the condition that makes the outcome of this process subject to Toronto Zoo Board approval, which would give the Zoo a "veto" over the results of the consultation process and the decision of Parks Canada.

Proposed Resolution 8: include lands east side of Meadowvale in the RNUP The lands on the east side of Meadowvale Road, from the Red Barn south to the Pearce House (see map below) be conveyed to Parks Canada. For those of you familiar with the area, these lands have functioned as Toronto's gateway to the Rouge Valley for decades. An arrangement between

Parks Canada and Toronto Zoo similar to the one proposed for the Finch Meander would be an appropriate mechanism to accommodate the Zoo's operational needs. During the consultations with TRCA, the Toronto Zoo indicated that they had no intention or desire to restrict public access to the lands.

East of Meadowvale is the where we believe is the best location for the flagship Visitor Centre for Canada's first National Urban Park. This parkside location provides a vista of the Park and is adjacent to trails and nature walks. It is the most accessible location for visitors and school children who often make field trips to the valley.

Many thanks for your consideration, and please feel free to contact me if you have any questions.

Pauline

Hon. Pauline Browes P.C.

Chair of the Friends of the Rouge National Urban Park

627-10 Guildwood Parkway , Toronto, ON M1E 5B5

M: [REDACTED] **P:** [REDACTED]

[REDACTED]

Attachment: Summary of the FRNUP Support for TRCA Staff recommendations presented to Members at the May 25th, 2018 Meeting

Supporters of the Visitor Centre for the RNUP to be located on the east side of Meadowvale Road, Toronto

Friends of the Rouge National Urban Park: Hon. Pauline Browes, Chair; Glenn De Baeremaeker, Deputy Mayor Toronto East; Hon. Michael Chong M.P.; Hon. Peter Kent M.P.; Peter Bashaw; Bruce Grubbe; Ted Matthews; Heather Moeser; Larry Noonan

Waterfront Regeneration Trust: Keith Laushway, (chair); Hon. David Crombie, Ann Mulvale, Hon. Pauline Browes, Marlene Koehler

John Tory, Mayor of Toronto

Glenn De Baeremaeker, Deputy Mayor Toronto East, Councillor Ward 38 & TRCA Board Member

Jim Hart, City of Toronto Councillor Ward 44

Michael Thompson, City of Toronto Councillor Ward 37

Kevin Ash, Durham Regional Councillor & TRCA Board Member

John Livey, Deputy City Manager, City of Toronto (ret. 2018)

Hon. Henry N. R. Jackman, Former Lt. Governor of Ontario

Senator Victor Oh, Senate of Canada

Alton Forest Stewardship Committee: John Miseresky (co-chair); Larry Noonan (co-chair)

Milne Park Conservation Association (Markham): Tupper Wheatley (President)

Highland Creek Community Association: David Adamson (President)

West Rouge Community Association

Toronto Field Naturalists: Charles Bruce-Thompson (President)

Accessibility Advisory Committee City of Pickering: Tim Higgins (Accessibility Co-ordinator City of Pickering)

Attachment: Summary of the FRNUP Support for TRCA Staff recommendations presented to Members at the May 25th, 2018 Meeting

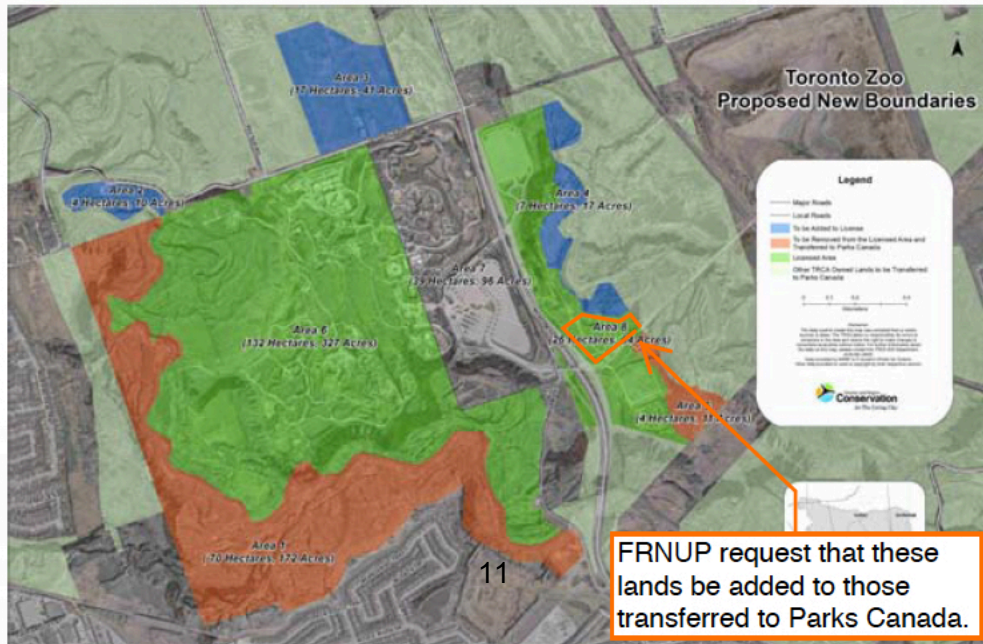
1. Removal of the Finch Meander from the lands to be added to the Tripartite agreement subject to Parks Canada entering into a lease or license with the Toronto Zoo for the Finch Meander area south of Old Finch Avenue.	FRNUP supports this recommendation. This recommendation places a key natural asset in the hands of Parks Canada while permitting the Toronto Zoo access it requires to manage security. We were very pleased when the Toronto Zoo agreed to this approach during the stakeholder meetings.
2. Removal of the browse garden use from the lands being added to the Tripartite Agreement north of Finch Avenue.	FRNUP supports this recommendation.
3. Any development proposed on the lands north of Finch Avenue be restricted to the areas highlighted in blue on the attached map 2 with the access to the conservation breeding facility highlighted in red on map 2 and be subject to the City of Toronto approval processes.	FRNUP supports this recommendation.

4. That the tripartite agreement be amended so that the clause relating to the TRCA and PC staff being allowed access to the lands as required in order to undertake environmental monitoring and restoration activities also apply to the lands on the east side of Meadowvale.	FRNUP supports this recommendation.
5. That a clause be added to the tripartite agreement to ensure that that the Valley Halla is restored and maintained in a condition that protects the heritage value of the buildings subject to Toronto Zoo Board approval.	FRNUP supports this recommendation.
6. That a clause be added to the tripartite agreement that the parties agree to amend the boundary at a future date to accommodate the outcome of PC process for determining the ultimate location of the orientation and education facility subject to PC and Toronto Zoo Board approvals.	FRNUP supports this recommendation and is committed to participating in the Parks Canada process. <u>However, we object to the condition that makes the outcome of the Parks Canada process subject to Toronto Zoo Board approval.</u> In, addition, we underscore the importance of locating an appropriate gateway/welcome centre on the east-side of Meadowvale Rd.
7. That a clause be added to the tripartite agreement to ensure cooperation on requests to PC and other bodies to support the restoration and maintenance of built heritage assets in the RNUP including but	FRNUP supports this recommendation.

not limited to Valley Halla and the Pearce House.	
8. Addition of the lands on the east side of Meadowvale Road, from the Red Barn south to the Pearce House to be conveyed to Parks Canada as soon as possible.	An arrangement similar to the one proposed for the Finch Meander in Resolution 1 would be appropriate.



Proposed Zoo Boundary, April 6, 2018



Section I – Items for Authority Action

TO: Chair and Members of the Authority
Meeting #5/18, Friday, June 22, 2018

FROM: John MacKenzie, Chief Executive Officer

RE: TRCA GUIDELINE FOR DETERMINING ECOSYSTEM COMPENSATION

KEY ISSUE

Endorsement of the TRCA Guideline for Determining Ecosystem Compensation for use by TRCA staff, municipal staff, infrastructure proponents and landowners to determine what is required to restore ecosystem structure, function and land base after the (last resort) decision has been made to allow removal or partial removal of a natural feature with compensation.

RECOMMENDATION

WHEREAS despite Toronto and Region Conservation Authority's (TRCA) and municipalities' commitment to natural heritage protection and adherence to a strong provincial policy and regulatory regime, natural systems continue to be negatively impacted by development and infrastructure within the Toronto region;

AND WHEREAS past approaches to ecosystem compensation have only been partially successful at replacing lost ecosystem functions;

AND WHEREAS the land use planning, environmental assessment and permitting processes determine when impacts to ecosystems are appropriate;

AND WHEREAS The Living City Policies recommend that when it has been determined that development or infrastructure cannot fully protect a natural feature after all options for protection and mitigation have been exhausted, and no other federal, provincial or municipal requirement can protect the feature, that compensation for lost ecosystem services be provided;

AND WHEREAS there is a lack of consistent guidance and direction on determining what is required to effectively replace ecosystem losses;

AND WHEREAS staff have developed a technical guideline for determining what is required to compensate for losses to a natural feature (for use after the decision to compensate has been made) based on their experience and expertise in restoring natural features;

AND WHEREAS in some instances TRCA accepts funds from proponents to undertake ecosystem restoration to compensate for ecosystem loss;

THEREFORE LET IT BE RESOLVED THAT the TRCA Guideline for Determining Ecosystem Compensation dated June, 2018 be endorsed and the Authority delegate approval for technical updates to the Chief Executive Officer (CEO);

THAT staff be directed to work with municipalities, the Province of Ontario, the Government of Canada, and provincially and federally regulated entities to implement the Guideline recognizing their distinct regulatory frameworks;

Item 8.1

THAT staff be directed to track compensation where TRCA is implementing the compensation actions and report to the Authority on project outcomes, financial accounting and overall program successes;

AND FURTHER THAT municipal partners, the Ministry of Natural Resources and Forestry, the Ministry of Municipal Affairs, the Ministry of the Environment and Climate Change, Parks Canada, Environment and Climate Change Canada, the National Energy Board, the Canadian Environmental Assessment Agency (CEAA), Conservation Ontario, neighbouring conservation authorities, and the Building Industry and Land Development Association (BILD) be so advised.

BACKGROUND

The possibility of creating a compensation “protocol” was first suggested to TRCA by representatives of the building and land development industry in the mid-2000s as a way to provide greater clarity and standardization to the practice of compensation where impacts to natural features were allowed.

TRCA had also recognized that although Ontario has a strong environmental protection framework for development (the Provincial Policy Statement and Provincial Plans) and for infrastructure (the Environmental Assessment Act process, National Energy Board and CEAA processes), natural feature losses were still occurring in TRCA’s jurisdiction. Further, these losses were being incurred with little or no replacement of the features, functions, land and overall ecosystem service benefits that were once provided by those features.

Where compensation was provided, it was done on an ad hoc basis that frequently resulted in not fully replacing all that was being lost. In addition, TRCA’s Terrestrial Natural Heritage System Strategy (TNHSS) (2007) identified that the existing natural heritage system was too small and fragmented to maintain biodiversity in the face of continued urbanization. To this end, greater effort was needed to curb natural system losses and to restore habitats. Fortunately, at the same time, TRCA’s restoration ecologists were gaining, through funding from municipal partners and other federal and provincial agencies, experience and expertise in undertaking ecological restoration and in strategically prioritizing opportunities for restoration across TRCA watersheds.

At Executive Committee Meeting #8/09, held on October 9, 2009, Resolution #B138/09 was approved as follows:

THAT staff be directed to develop a protocol for determining compensation for ecosystem services to be included in TRCA's Living City Policies and development review;

THAT staff seek input on the proposed protocol from municipalities, academia, ENGOs, development industry/stakeholders, Conservation Ontario's Ecological Goods and Services Working Group, and the South Central Ontario Conservation Authorities (SCOCA);

THAT staff continue to participate in and/or help coordinate current and ongoing research on compensation and ecosystem goods and services, locally and in broader study areas to further refine the protocol;

THAT staff report to the Authority with the final draft of the policy and protocol, and the results of the consultation, for approval;

AND FURTHER THAT staff seek funding for:

- a) the development of case studies with municipal and industry partners to test the implementation of the policy and protocol in practical situations,*
- b) for the development of a TRCA database to assist in the valuation and tracking of compensation projects corporately,*
- c) to pursue other avenues of research to improve the science behind the valuation protocol.*

RATIONALE

After an extensive external consultation process, The Living City Policies document was approved in 2014, which contains compensation policies for use by TRCA staff in their role as technical advisors to municipalities under the *Planning Act* and *Environmental Assessment Act* review and approval processes. The policies recommend that after all other options for protection, minimization and mitigation have been exhausted, and where no other federal, provincial or municipal requirements exist to protect a feature being impacted by development or infrastructure, that compensation for lost ecosystem services be provided.

The Guideline for Determining Ecosystem Compensation (the Guideline)

In support of The Living City Policies, the Guideline was developed to guide how to determine the amount of compensation required to replace lost or altered ecosystems in a repeatable and transparent manner, after it has been decided through the planning, environmental assessment and/or TRCA permitting process, that compensation is required.

Seven principles have been established through the development of the Guideline. These principles build off the direction provided within The Living City Policies and help to guide the application and implementation of ecosystem compensation.

1. Compensation must be considered only as a last resort within the established mitigation hierarchy of: Avoid, Minimize, Mitigate, Compensate.
2. The compensation process should be transparent helping to ensure accountability of all parties involved.
3. The compensation process should strive to be consistent and replicable.
4. Compensation outcomes should strive to fully replace the same level of lost ecosystem structure and function in proximity to where the loss occurs, and where possible, achieve an overall gain.
5. Compensation should be directed to on-the-ground ecosystem restoration and be informed by strategic watershed and restoration planning.
6. Implementation of compensation should be completed promptly so that ecosystem functions are re-established as soon as possible after (or even before) losses occur.
7. The compensation process should use an adaptive management approach incorporating monitoring, tracking and evaluation to gauge success and inform program improvements.

The Guideline is underpinned by the scientific understanding that has evolved from TRCA's Terrestrial Natural Heritage System Strategy, by TRCA's years of experience and expertise in restoration ecology, and by TRCA planning and development staff's experience in reviewing compensation files in the planning, environmental assessment and permitting processes.

Item 8.1

External Consultation

Once an initial draft of the Guideline was completed in May 2015, it was circulated for external review to provincial ministries, municipalities and neighbouring conservation authorities. Staff revised the Guideline to address this feedback and, in 2017, circulated the updated version to the same public agencies as well as to BILD, consultants and environmental non-governmental organizations.

The following is a brief summary of the major categories of comments:

- Concern was expressed that introduction of the Guideline would result in proponents advocating for impacts without fully exploring options for protection;
- There was confusion regarding if/how the Guideline would impact the existing review and approvals process;
- There was confusion regarding whether the Guideline provided direction on when impacts may be appropriate with compensation;
- Concern was expressed over the extent of compensation required (some stakeholders felt the requirements were too high, others felt they were too low);
- There was concern over the application of the Guideline to public agency projects, particularly as it pertained to municipal infrastructure projects; and
- There were comments regarding the importance of transparency and accountability of decisions and compensation outcomes.

Staff revised and improved the Guideline to address the comments received. The June 2018 version of the Guideline is available at this [link](#). In particular, the following revisions were made:

- Greater emphasis on the context for the Guideline being used only after the decision to allow impacts within the planning, Environmental Assessment (EA) or permitting processes has been made, and that any decision to allow impacts should be aligned with The Living City Policies which state that it should be an option only after all other options for protection and mitigation (federal, provincial, municipal policies and regulations) have been exhausted. The Living City Policies sections that outline this recommendation have been included in Section 1 of the Guideline.
- The Guideline more fully highlights that its application does not result in any modifications to the existing planning, environmental assessment or permitting processes. The Guideline emphasizes that it is a tool that can aid in helping to determine compensation requirements once the decision to allow impacts has been made.
- Modifications were made to the method of determining compensation requirements to ensure it, to the best of our ability, accurately reflects what is needed to replace lost ecosystem functions. The Guideline recognizes the limitations of the method in addressing all of the ecosystem functions lost while also highlighting the need to work with the parties involved to ensure a consistent approach to application.
- The important partnerships between TRCA and municipalities have been highlighted including our shared objectives for natural heritage protection. The revised Guideline also more fully recognizes that TRCA and municipalities may wish to adapt the Guideline to their own needs, especially for municipal infrastructure projects. Further the Guideline stresses that TRCA will work with municipal partners to implement the Guideline in a balanced and fair manner.
- Along with the Guideline, TRCA has developed an internal process to direct how compensation decisions and actions will be tracked and reported on helping to ensure transparency and accountability.

Item 8.1

Staff believe that the current version of the Guideline addresses the numerous and varied perspectives of the stakeholders and represents a defensible best practice approach based in science and local experience.

What's in the Guideline

The Guideline is organized into four sections. These sections are briefly outlined below:

Section 1: Provides an overview of the context, rationale, applicability and roles of TRCA and other participants in compensation, and outlines principles that establish the intent of the Guideline.

Section 2: Outlines an approach for determining compensation requirements in both the private land development process and the public infrastructure process. The Guideline establishes an approach that attempts to replicate, to the extent possible and without significant delay or lag time, the same ecosystem structure and associated level of ecosystem functions that are to be lost. There are two components that must be addressed when making this determination: restoring the ecosystem structure and functions, and replacing the land area removed from the natural system.

Section 3: Lists and describes important considerations in planning and implementing a compensation project.

Section 4: Explains the TRCA habitat restoration planning and implementation approach (TRCA Management Framework).

The appendices provide supporting information including restoration typical costs as well as details and examples of how to apply the method outlined in the [Guideline](#).

Application of the Guideline

The Guideline is a living document and TRCA is committed to working with municipalities and other stakeholders in its early application to ensure a balanced approach and to learn and improve from application. The draft of the Guideline has already been used by TRCA staff on a best efforts basis with willing municipalities and landowners.

TRCA Ecosystem Compensation Management Framework

The Guideline recognizes that there are different options for who will undertake the compensation restoration works: either the proponent, the municipality, TRCA, or through a combined effort. TRCA, through years of experience planning and implementing successful restoration projects and TRCA's understanding of the ecosystem restoration needs of our watersheds, is often recognized as the most effective agency to undertake, or provide guidance on, ecosystem compensation actions.

TRCA has developed the tools and processes needed to ensure a coordinated, transparent, accountable and adaptive approach to managing TRCA's compensation program. These tools and processes apply to all cases where funds are directed to TRCA, via an approved agreement, for implementing compensation restoration and conservation land securement. TRCA recognizes the collaborative nature of the compensation process, the varying roles of the parties involved, and the need for coordination, particularly with TRCA's municipal partners.

Item 8.1

Regular reporting will be made to the Authority summarizing the status of all compensation projects undertaken by TRCA including implementation status, financial accounting and project monitoring results. This reporting will also provide an opportunity to review and evaluate the success of the overall compensation program and identify opportunities for improvement.

A compensation database has been developed to track compensation projects within TRCA's portfolio and support reporting to the Authority. The database tracks the activities and decisions related to the implementation of compensation actions including compensation requirements, project selection and design details, implementation status, financial aspects, status of deliverables and monitoring results.

FINANCIAL DETAILS

Funding for the development of the Guideline and the Management Framework was provided as part of the regular TRCA municipal levy for Watershed Strategies, Restoration and Infrastructure, and Planning and Development.

Tracking, reporting and administration for compensation restoration projects and land securement undertaken by TRCA on behalf of proponents will be 100% funded by the proponent.

DETAILS OF WORK TO BE DONE

- Release the final approved version of the Guideline by posting it on the Planning and Development Procedural Manual and Technical Guidelines webpages of the TRCA website.
- Continue to work with TRCA's municipal partners in the application of the Guideline.
- Continue to track and report outcomes annually to the Authority for all projects where TRCA is implementing compensation actions.
- Update and improve the Guideline with lessons learned from implementation.

Report prepared by: Noah Gaetz, extension 5348, Mary-Ann Burns, extension 5763

Emails: ngaetz@trca.on.ca, mburns@trca.on.ca

For Information contact: Noah Gaetz, extension 5348, Mary-Ann Burns, extension 5763

Emails: ngaetz@trca.on.ca

Date: June 22, 2018

Section I – Items for Authority Action

TO: Chair and Members of the Authority
Meeting #5/18, Friday, June 22, 2018

FROM: Michael Tolensky, Chief Financial and Operating Officer

RE: **TORONTO ZOO**
Request to Update the 1978 Tripartite Agreement (CFN 24800)

KEY ISSUE

Request from City of Toronto, Toronto Zoo and Parks Canada for Toronto and Region Conservation Authority approval to update the 1978 tripartite agreement between TRCA, Board of Management of the Toronto Zoo, and City of Toronto for use of TRCA lands licensed to the Toronto Zoo in support of Toronto Zoo objectives and of the proposed transfer of TRCA lands to implement the Rouge National Urban Park.

RECOMMENDATION

WHEREAS Toronto and Region Conservation Authority (TRCA) is the owner of certain lands containing 182 hectares (449 acres), more or less and being Part of Lots 4, 5, 6, 7, 8 and Part of Road Allowance between Lots 6 and 7, Concession 3, Part of Lots 5 and 6 Concession 4, City of Toronto (TRCA Lands);

AND WHEREAS the TRCA Lands have been turned over to the City of Toronto for management, in accordance with the terms of an agreement dated June 14, 1961;

AND WHEREAS City of Toronto and TRCA entered into a tripartite agreement with the Board of Management of the Toronto Zoo (Board) dated April 28, 1978 for use of TRCA Lands as part the Toronto Zoo;

AND WHEREAS TRCA is in receipt of a request from City of Toronto Council and the Toronto Zoo Board to update the tripartite agreement and the boundaries of the Toronto Zoo;

AND WHEREAS any TRCA land not included in the boundary to the Toronto Zoo will be transferred to Parks Canada (PC) for Rouge National Urban Park (RNUP) purposes;

AND WHEREAS there is interest in ensuring that any transfer of lands for Toronto Zoo or RNUP purposes be subject to certain conditions to ensure best management practices of ecological integrity and restoration opportunities;

THEREFORE, LET IT BE RESOLVED THAT TRCA enter into an updated tripartite agreement with City of Toronto and the Toronto Zoo Board for the use of the TRCA Lands for Zoo purposes subject to the following amendments:

1. Removal of the Finch Meander from the lands to be added to the tripartite agreement subject to Parks Canada entering into a lease with the Toronto Zoo for the Finch Meander area south of Old Finch Avenue;

Item 8.2

2. Removal of the browse garden use from the lands being added to the tripartite agreement north of Finch Avenue with the understanding that the Zoo and PC shall work together in partnership toward an agreement for a new browse location;
3. Any development proposed on the lands north of Finch Avenue be restricted to the areas highlighted in blue on Attachment 2 with the access to the conservation breeding facility highlighted in red on Attachment 2 and be subject to City of Toronto approval processes;
4. That the tripartite agreement be amended so that the clause relating to TRCA and PC staff being allowed access to the lands north of Finch Avenue as required in order to undertake environmental monitoring and restoration activities also apply to lands on the east side of Meadowvale Road;
5. That a clause be added to the tripartite agreement to ensure that Valley Halla is restored and maintained in a condition that protects the heritage value of the buildings subject to Toronto Zoo Board approval;
6. That a clause be added to the tripartite agreement that the parties may agree to amend the boundary at a future date to accommodate the outcome of the PC lead process for determining the ultimate location of an orientation and education facility;
7. That a clause be added to the tripartite agreement to ensure cooperation on requests to PC and other bodies to support the restoration and maintenance of built heritage assets in the RNUP including but not limited to Valley Halla and the Pearse House;
8. That the Zoo work with PC and community groups to provide periodic access to Valley Halla allowing small groups the opportunity observe the rich historical architecture and craftsmanship subject to Toronto Zoo Board approval.

THAT staff report back to a future Executive Committee meeting within the next year on the status of the tripartite agreement and the PC lead process for determining the ultimate location of an orientation and education facility;

AND FURTHER THAT authorized TRCA officials be directed to take the necessary action to finalize the tripartite agreement, including obtaining any necessary approvals and the signing and execution of documents.

BACKGROUND

At Executive Committee Meeting #11/13, held on January 17, 2014, Resolution #B169/13 was approved, in part, as follows:

...THAT staff be directed to enter into discussion with the City (Toronto) and the Zoo to finalize the terms of a revised Tripartite Agreement for the use of the Zoo lands; ...

At Authority Meeting #11/13, held on January 31, 2014, Resolution #A239/13 was approved, in part, as follows:

...THEREFORE LET IT BE RESOLVED THAT TRCA lands containing 2,266 hectares (5,600 acres), more or less, and highlighted on the attached plan be conveyed to PC for the Rouge National Urban Park, in the cities of Toronto, Markham and Pickering, regional municipalities of York and Durham subject to the following terms and conditions; ...

... c) retention by TRCA of the lands included in the tripartite agreement between City of Toronto, Toronto Zoo and TRCA subject to refining the boundaries; ...

Item 8.2

At Authority Meeting #11/16, held on January 27, 2017, Resolution #A230/16 was approved, in part, as follows:

...THEREFORE LET IT BE RESOLVED THAT the 2016 Master Plan for the Toronto Zoo attached as Attachment 1, be approved.

The Zoo is located on City of Toronto and TRCA lands on the east and west sides of Meadowvale Road between Finch Avenue and Sheppard Avenue East, in the City of Toronto. The subject TRCA lands were acquired between 1962 and 1970 and are included in the June 14, 1961, Management Agreement with the City (formerly Municipality of Metropolitan Toronto).

On April 6, 1967, the Municipality of Metropolitan Toronto (Metro Toronto) Council approved in principle a proposal to construct a new zoological park on a site in the Rouge River area. In March of 1968, Raymond Moriyama, Architect and Site Planner, submitted to the Metropolitan Parks Commissioner a Feasibility Study and Master Development Plan for the Metropolitan Toronto Zoological Park, Glen Rouge. On April 29, 1969, the Metropolitan Toronto Zoological Society (the Society) was incorporated as a nonprofit corporation for the purpose of establishing, maintaining, and operating zoological facilities in the Metropolitan Area. On October 17, 1969, Metro Toronto Council approved the Master Zoo Plan submitted by the Society for the long term development of the Zoo.

On November 1, 1970, Metro Toronto, TRCA and the Society entered into an agreement for the construction and operation of a zoological park and related facilities in the Rouge River watershed. On June 16, 1977, Metro Toronto served a notice of termination of this Agreement to TRCA and the Society, effective July 1, 1979. On April 28, 1978, Metro Toronto, TRCA and a newly constituted (by Metro Toronto) Board of Management of the Metropolitan Toronto Zoo (the Board) entered into an Agreement for the operation, management and maintenance of the Zoo by the Board (1978 Tripartite Agreement). The 1978 Tripartite Agreement included 282 hectares of land (696 acres). Of that, approximately 44 hectares (109 acres) was owned by the City of Toronto comprising the main parking lot and front entrance area. The balance of the Zoo managed lands is owned by TRCA. TRCA also rents to the Zoo a small parcel of land including a barn on the north side of Old Finch Avenue on an annual basis.

The 1961 Management Agreement is the mechanism that allows for the use and management of TRCA Lands by the City of Toronto for park and recreation purpose. This is an important foundation document to any agreement for Zoo related use of this property and should remain in place. The agreement for the operation, management and maintenance of the Zoo has now been in place for 40 years and the parties have agreed that there is a need to update this agreement. In 2013, City of Toronto Council at its meeting held October 8, 9, 10, & 11, 2013 directed City and Zoo staff to finalize an update to the tripartite agreement.

The Toronto Zoo Board of Management, at its October 25, 2017 meeting, authorized the Zoo to enter into an updated tripartite agreement. Additionally, at its February 19 and 20, 2014 meeting, City of Toronto Council authorized the City to enter into an updated tripartite agreement that confirms the revised boundaries of the lands upon which the Zoo are located, prior to TRCA transferring any lands to Parks Canada for the Rouge National Urban Park.

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At the direction of the Authority and City of Toronto Council, Toronto, Zoo and TRCA staff, in consultation with Parks Canada (PC), assessed the land base needs of the Zoo operation and potential opportunities to revise the boundary. Among other considerations, the assessment included consideration of which organization was in the best position to provide enforcement and security from a trespass and ecological integrity perspective.

At Executive Committee Meeting #2/18, held on April 06, 2018, Resolution #B24/18 was approved as follows:

THAT item 7.1 – Toronto Zoo be deferred, to be considered no later than the May 25, 2018 Authority meeting;

AND FURTHER THAT the Toronto Zoo and Parks Canada be requested to conduct consultations with the local community stakeholders about the proposed changes in the Tripartite Agreement prior to the Authority considering this matter.

At Authority Meeting #4/18, held May 25, 2018, Resolution #A65/18 was approved as follows:

THAT item 8.1- Toronto Zoo, be deferred to Authority Meeting #5/18, scheduled to be held on June 22, 2018, for consideration and discussion for the recommendations;

AND FURTHER THAT deputants listed Delegations 5.1-5.3 on this agenda be advised that as they have been heard twice on this matter, that further delegations will not be heard by the Authority when the Toronto Zoo Tripartite Agreement is further considered.

Since the original item was presented to Executive Committee three follow-up meetings were held with representatives from the Toronto Zoo, PC, TRCA, and a number of interested parties, including Friends of the Rouge National Urban Park, Friends of the Rouge Watershed, the Rouge Valley Foundation (RVF) and the Waterfront Regeneration Trust.

A number of issues were raised during the meetings. These issues and the proposals from Toronto Zoo, PC, City of Toronto and TRCA staff to address the issues are included below:

1. Interest in understanding the impact on land uses and the functions of the RNUP associated with the removal of the lands west and south of the zoo from the tripartite agreement. Will this introduce new users into environmentally sensitive sections of the Rouge river?
 - This parcel identified as Area 1 on Attachment 1 is located west and south of the Toronto Zoo and contains 70 hectares (172 acres). It is part of the provincially significant Rouge River Valley Area of Natural and Scientific Interest and is also within the Natural Heritage System of the Greenbelt Plan. It is proposed that these lands be removed from the tripartite agreement and be transferred to Parks Canada, subject to an easement in favour of the Zoo over the existing Monorail structure for operational purposes. The limit of this parcel was established to include the river plus a minimum 5 metre buffer from the water's edge. This limit allows PC to take over the enforcement on the west and south sides of the main Rouge River as well as the river itself while continuing to allow the Zoo to enforce the Trespass to Property Act for protection of the Zoo facilities and animals. PC has concluded that there is no opportunity for the public trail in this area because of the topography. The area will remain substantially in its current state, with added enforcement by PC to reduce unauthorized access.

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2. Why does the Zoo require the Finch Meander to be added to the tripartite agreement, can it not be included in RNUP?
 - This parcel identified as Area 2 on Attachment 1 is located west of the Toronto Zoo and south of Old Finch Avenue and contains 4 hectares (10 acres). It is part of the provincially significant Rouge River Valley Area of Natural and Scientific Interest and is also within the Natural Heritage System of the Greenbelt Plan. The limit of this parcel was established so as to include a minimum 5 metre buffer from the water's edge.
 - The zoo requires access to these lands to allow the Zoo to enforce the Trespass to Property Act for protection of the Zoo facilities and animals. After extensive discussion, the Zoo has agreed that these lands can be transferred to PC subject to PC entering into a lease to allow the Zoo to enforce the Trespass to Property Act.
3. Impact of lands proposed to be licensed to the Zoo north of Finch Avenue on existing restoration plantings, interest in maintaining connectivity functions and interior forest conditions in this area, and impact of planned use for browse planting and a relocated new breeding facility to the north of its current location on sustaining interior forest habitat? What are the impacts on development in this area on flora and fauna?
 - This parcel identified as Area 3 on Attachment 1 is located north of Finch Avenue west of Meadowvale Road and contains 17 hectares (41 acres). It is within the Natural Heritage System of the Greenbelt Plan. A majority of the site has been restored with white pine which is mostly successful; deciduous trees and cedar which are heavily impacted by deer. The restoration areas are identified on Attachment 2. The areas not restored include the barn at Finch Avenue and surrounding land currently rented to the Zoo on an annual basis, along with an abandoned farm unit and associated driveway located closer to the rear of the site. Invasive species (dog-strangling vine, black locust, buckthorn, Scot's pine and Manitoba maple) dominate the areas around the structures and nearby hedgerows. The invasive species are dense and aggressively spreading.
 - The approved Zoo Masterplan identifies this area as proposed browse garden and conservation breeding area.
 - The Zoo and PC are currently assessing alternate locations for the browse garden in other locations in the RNUP. As a result, it is recommended that the browse garden use be removed from Area 3.
 - The current breeding facility is located on the east side of Meadowvale Road adjacent to a parking lot and with the establishment of the RNUP and the Beare Road Park. The Zoo has explained that the existing location of the facilities will be subjected to increased public traffic which can seriously jeopardize these important programs during critical breeding and weaning times. The area north of Finch Avenue is isolated and easier for Zoo staff to monitor and oversee given its close proximity to the new Wildlife Health Centre and the Zoo's Operations Complex. The proposed new facility will be constructed within the footprint of the abandoned farm unit which is approximately 1.2 ha (3 acres). The existing facility is approximately 15,000 sq. ft. and the new breeding facility would be no more than 30,000 sq. ft., including outdoor holding areas. The remainder of Area 3 will serve as a buffer to allow the Zoo to protect the breeding facility from noise and unauthorized access. As a result of these factors, it is recommended that any development of the new breeding facility proposed on the lands north of Finch Avenue be restricted to the area highlighted in blue on Attachment 2 with the access to the conservation breeding facility highlighted in red on Attachment 2. It is important to note that the proposed development will be subject to City of Toronto approval processes as noted in the recommendation section of this report.
 - The tripartite agreement contains clauses specifically relating to this area which are:

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- The Zoo will discuss details of its intended use and development of the lands, including any proposed facilities and their location with both the TRCA and PC prior to proceeding with its development to ensure compatibility with TRCA and PC conservation objectives and minimal impact on the movement of wildlife;
 - The Zoo will not make any major changes to land use without first seeking the approval of the TRCA in consultation with PC to ensure compatibility with both TRCA's and PC's conservation objectives for the adjoining RNUP lands;
 - TRCA and PC staff will be allowed access to the lands as required in order to undertake environmental monitoring and restoration activities.
 - Interior forest habitat is considered to be a minimum of 100m from any forest edge. As such, it is anticipated that much of the site north of Finch Avenue will become interior forest over the next several decades as the trees on the site mature, even with the creation of a conservation breeding facility. The facility would create additional forest edge, but would not preclude the eventual creation of interior forest 100m beyond the facility's borders.
 - Fauna corridors for generalist species are considered to require a minimum of 50m in width, while specialist species require a minimum of 500m in width. As such, it is anticipated that much of the site will function as a corridor for generalist species with or without the creation of a conservation breeding facility; because of the existing buildings and land uses on the site, as well as the proximity of Old Finch Avenue and the railway it is unlikely that the site will function as a corridor for specialist species regardless of the creation of a conservation breeding facility because of the proximity of Finch Avenue and the railway tracks.
 - Based on information provided to date, the proposed use of Area 3 for the breeding facility is, in the opinion of planning staff from TRCA, the City and PC, in conformity with the Greenbelt Plan and the Official Plan (Site and Area Specific Policy 141) and is consistent with the TRCA Living City Policies and the Draft Rouge National Urban Park Plan. Together the tripartite agreement, the Greenbelt Plan and the Official Plan will ensure that any proposed development or site alteration in the Zoo license area will protect the features and functions of the Natural Heritage System of the Park. The City of Toronto development planning process will determine the ultimate form of the Zoo breeding facility recognizing the parameters of the updated agreement, if approved.
4. Should the tripartite agreement area on the east side of Meadowvale Road only include lands above top of bank and not extend into the Little Rouge River Valley Corridor?
- This parcel identified as Area 4 on Attachment 1 is located on the east side of Meadowvale Road and contains 7 hectares (17 acres). It is part of the provincially significant Rouge River Valley Area of Natural and Scientific Interest and is also within the Natural Heritage System of the Greenbelt Plan. It is proposed that this area be added to the tripartite agreement. The limit of this parcel was established with a minimum 5 metre buffer from the water's edge. This limit allows PC to undertake enforcement on the west side of the Little Rouge River as well as the river itself while continuing to allow the Zoo to enforce the Trespass to Property Act for protection of the Zoo managed facilities including Valley Halla.

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- The proposed use of Area 4 is, in the opinion of planning staff from TRCA, the City and PC, in conformity with the Greenbelt Plan and the Official Plan (Site and Area Specific Policy 141) and is consistent with the TRCA Living City Policies and the Draft Rouge National Urban Park Plan provided the tripartite agreement is amended to provide TRCA and PCA access to carry out monitoring and management in Area 4 (in addition to Area 3 which is already provided for). Together the Tripartite Agreement, the Greenbelt Plan and the Official Plan will ensure that any proposed development or site alteration in the Zoo license area will protect the features and functions of the Natural Heritage System of the Park.
5. Who should be responsible for the Valley Halla restoration and what uses should be permitted to ensure its longevity?
- The Zoo has spent significant funds maintaining Valley Halla over the years, and is currently renovating the building for use by the new Zoo Foundation fundraising entity. Parks Canada are inheriting 114 historic buildings throughout the Park and are concerned that the Valley Halla site would add to the current list of built cultural resources requiring investment and recapitalization work to undertake in the RNUP. The Zoo, PC and TRCA are encouraged by the opportunity for the Zoo Foundation to utilize the Valley Halla site and by the Zoo's effort to reinvest in the asset.
 - It is recommended that a clause be added to the tripartite agreement to ensure that Valley Halla is restored and maintained in a condition that protects the heritage value of the buildings. Additional recommendations regarding the support of restoration and maintenance of built heritage assets as well as access provisions for community groups to visit Valley Halla have also been added to the recommendation section of this report to address this issues.
6. Should Parking Lot 3 be in the RNUP?
- The Zoo regularly requires the Parking Lot 3 area (located in Area 8 on Toronto Zoo Land Transfer Study Map on lands east of Meadowvale Road north of Zoo Road) for overflow parking on busy days. The Zoo is concerned that transferring this area to the RNUP would take the parking lots out of the Zoo's control, potentially constraining Zoo operations and impacting attendance. TRCA and PC staff recognize that further study associated with the PC lead process for the shared orientation facility will inform parking strategies related to the shared orientation and education facility.
 - Recently, the Friends of Rouge National Urban Park has requested, "The lands on the east side of Meadowvale Road, from the Red Barn south to the Pearce House be conveyed to Parks Canada...An arrangement between Parks Canada and Toronto Zoo similar to the one proposed for the Finch Meander would be an appropriate mechanism to accommodate the Zoo's operational needs..." The Zoo and Parks Canada have been consulted on this request. PC and Zoo staff are satisfied with the current proposed arrangement for Valley Halla and parking lot 3. Clause 6 which provides the potential for any required dispositions of land after planning for the shared use facility is completed by PC addresses this concern. If the request from Friends of the Rouge National Urban Park is supported by the TRCA Board, staff of PC and the Toronto Zoo have indicated they would not support this amendment to the draft updated tripartite agreement until the conclusion of the PC lead process for the shared orientation and education facility and for a number of reasons. For example, this change would result in a delay in transferring the majority of lands to PC, additional potential liability to PC, and result in the potential for the updated tripartite agreement to not be approved by the Zoo leaving the zoo boundary as set out in the 1978 tripartite agreement.

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7. Rouge Valley Conservation Centre- The RVF would like certainty on their continued use of the Pearse House and greater consideration of their operational issues.
 - The Pearse House is located within the parcel identified as Area 5 on Attachment 1, is on the east side of Meadowvale Road south of Zoo Road (access road to Beare Road Park), and contains 4 hectares (11 acres). It is part of the provincially significant Rouge River Valley Area of Natural and Scientific Interest and is also within the Natural Heritage System of the Greenbelt Plan. It is proposed that these lands be removed from the tripartite agreement and be transferred to PC.
 - PC has agreed to enter into a MOU with RVF for the continued use of the facility.
8. The lack of understanding on the tripartite agreement versus the proposed shared use facility design and location and what are the impacts of the tripartite agreement on the proposed shared use facility?
 - Parks Canada will continue to collaborate with partners and engage with stakeholders regarding the proposed location for a shared orientation and education facility. To this end, follow-up meetings and site tours with potential partners and key stakeholders are planned in the coming weeks. As the discussion advances, Parks Canada is committed to ensuring that the location and design of RNUP's flagship education and welcome centre provides the greatest possible long-term educational and interpretive value to the RNUP, its partners, stakeholders, and the public.
 - It is TRCA staff opinion that finalizing the tripartite agreement at this time does not preclude locating all or a portion of the shared use facility on the east side of Meadowvale Road. It also does not preclude future amendment to the Zoo boundary. However, stakeholders have requested assurances that the tripartite agreement can be amended. As a result, it is recommended that a clause be added to the tripartite agreement that the parties may agree to amend the boundary at a future date to accommodate the outcome of the PC led planning process for the shared orientation and education facility.

The resulting changes to the boundaries of the Zoo lands reduces the land requirement for use by the Zoo to 223 hectares (552 acres) which includes both Toronto and TRCA lands.

The updated tripartite agreement is a license to operate the Toronto Zoo on lands owned by TRCA. TRCA staff has worked with Toronto Zoo, City of Toronto and Parks Canada staff to complete the updated tripartite agreement. The two components of the updated agreement are:

- Updating the wording and clauses from the 1978 Agreement;
- Updating the survey defining the extent of the Zoo incorporating revised boundaries for the Zoo. Any amendment to the revised Zoo boundary that is now proposed would result in the need to re-survey the boundary causing significant delays in the transfer of TRCA lands to PC.

Key provisions of the updated tripartite agreement which remain unchanged from the existing version, state the following requirements:

- Buildings and other assets forming the Zoo are owned by the City and managed by the Zoo on behalf of the City;
- The Zoo will require written approval from TRCA and Parks Canada for any master plan revision or major redevelopment;
- All three parties shall seek opportunities for collaboration on conservation programming;
- TRCA will retain control of flood and erosion control mitigation in the river valleys;

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- The City is responsible for all maintenance, repairs, utilities, taxes and insurance of zoo buildings, structures and lands licensed for Zoo purposes;
- The Zoo shall promptly remedy any construction liens registered against the lands;
- The Zoo will indemnify TRCA against any charges or liabilities of using the licensed lands for Zoo purposes; and
- The Zoo shall not assign, transfer, or grant licenses or rights to another party for more than one year without approval of TRCA.

FINANCIAL DETAILS

Funds for the costs related to review and entering into this agreement are available in the TRCA general legal account.

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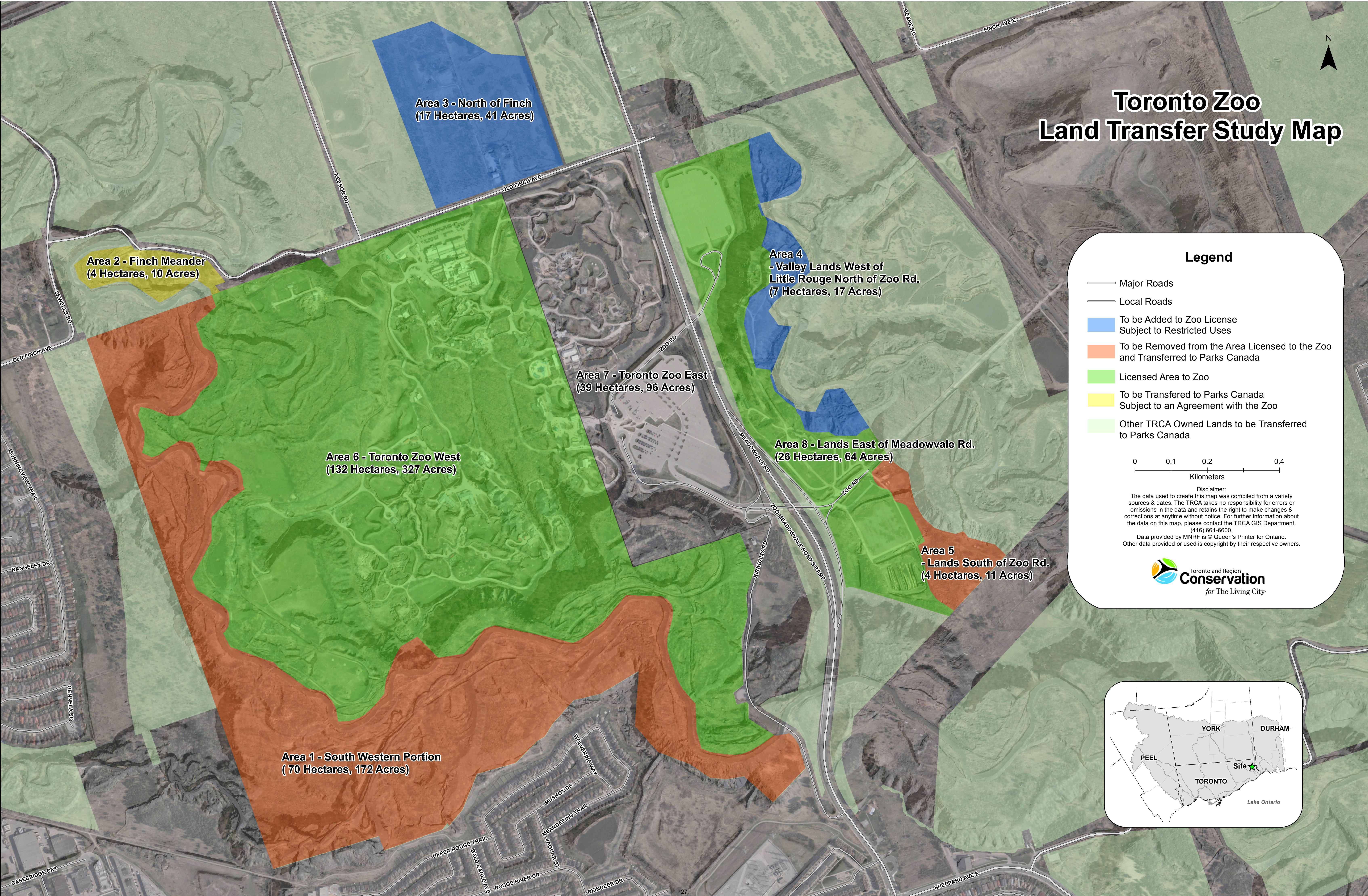
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Date: May 9, 2018

Attachments: 2

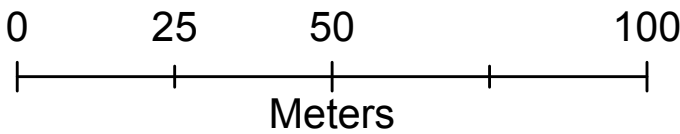




Area 3 Study Map

Legend

- To be Added to Zoo License with Use Restrictions
- Existing Restoration Plantings
- Area for Zoo Use
- Access Road



Disclaimer:
The data used to create this map was compiled from a variety sources & dates. The TRCA takes no responsibility for errors or omissions in the data and retains the right to make changes & corrections at anytime without notice. For further information about the data on this map, please contact the TRCA GIS Department, (416) 661-6600.
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Section I – Items for Authority Action

TO: Chair and Members of the Authority
Meeting #5/18, Friday, June 22, 2018

FROM: Nick Saccone, Senior Director, Restoration and Infrastructure

RE: **PICKERING AND AJAX SPECIAL POLICY AREAS TWO DIMENSIONAL
HYDRAULIC MODEL AND DYKES ASSESSMENT STUDY**

KEY ISSUE

Overview of the updated flood modeling and the comprehensive assessment of the dykes for this area, including next steps and implementation considerations.

RECOMMENDATION

THAT Toronto and Region Conservation Authority (TRCA) be directed to disseminate the information from the Pickering and Ajax Special Policy Areas Two Dimensional Hydraulic Model and Dykes Study to Engineering and Planning staff at the City of Pickering, Town of Ajax and Region of Durham;

THAT TRCA utilize the 2D hydraulic model and results from the floodplain mapping report to regulate development and to inform land use planning, flood emergency response and flood mitigation planning activities;

THAT TRCA immediately undertake general repairs and maintenance to the Pickering and Ajax flood protection Dykes;

THAT TRCA, in consultation with the City of Pickering, Town of Ajax and Region of Durham undertake an Environmental Assessment study in 2019 to develop a detailed dyke rehabilitation plan which balances flood protection requirements, social and environmental needs as well as cost and constructability;

THAT TRCA make a funding request to the National Disaster Mitigation Program and Region of Durham to undertake the above-mentioned study;

THAT TRCA report back upon completion of the Environmental Assessment study;

AND FURTHER THAT the City of Pickering, Town of Ajax and Region of Durham be so advised.

BACKGROUND

The Village East and the Notion Road Pickering Village communities in the City of Pickering (Ward 3) and Town of Ajax (Ward 3) are located within the regulatory floodplain of the Duffins Creek watershed. This area has a long history of flooding with 634 flood buildings susceptible to flooding during a Regional Storm event. Due to the flood vulnerability of the community, the area was designated as a Special Policy Area (SPA) to provide for the continued viability of existing uses and address the significant social and economic hardships to the community that would result from strict adherence to provincial policies concerning development in a floodplain. In addition, flood protection measures were constructed in the 1980's to provide flood protection up to and including the 500 year storm flow. The flood protection measures consisted of two flood

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protection dykes, one in each municipality. The Pickering Dyke constructed in 1985 extends for approximately 1,150 m north of Kingston Road West near Notion Road and west to Brock Road. The Ajax Dyke constructed in 1984 extends for approximately 325 m west of Church Street South near Mill Street and north to the west side of Church Street South in the vicinity of Christena Crescent (Attachment 1).

The flood protection dykes have been successful at mitigating flooding within the SPA with no recorded flooding or overtopping since their construction. As part of TRCA's flood control program, these dykes have been inspected annually and after every significant rain event. In 2007, a major erosion scar was identified and temporarily fixed with rip rap in 2008. In 2009, TRCA undertook a detailed fluvial geomorphic assessment and level of service study of the channel and dyke systems as part of the development of a permanent solution to the erosion. One of the key recommendations from the 2009 study was to undertake a detailed geotechnical assessment, including the construction of boreholes within the dyke systems to quantify the structural competence of the materials used when the dykes were originally constructed.

In response to the recommendations from the 2009 study and to update the flood modelling for the area which was last updated in 2004, TRCA commissioned the Pickering and Ajax Special Policy Areas Two Dimensional Hydraulic Model and Dykes Assessment Study. The intent of the study was to characterize flood conditions within the SPA, as well as assess the level of service, structural competency, and develop a preliminary restoration strategy for the Pickering and Ajax flood control dykes. Key project deliverables included:

- The development of a 2D hydraulic model for the area using the MIKE Flood hydraulic modelling platform;
- Three updated Regulatory Floodplain maps for the Village East and the Notion Road/Pickering Village Special Policy Areas;
- MIKE Flood 1D-2D Development and Regulatory Floodplain Mapping summary report;
- Flood Characterization and Preliminary Remediation Investigation summary report; and
- Dyke Level of Service and Rehabilitation summary report.

Study Process

In July 2017 as part of a comprehensive procurement process, TRCA retained Valdor Engineering to undertake the Pickering and Ajax Special Policy Areas Two Dimensional Hydraulic Model and Dykes Assessment Study. The Request for Proposal for the project prepared by TRCA as well as the proposal provided by Valdor outlined key goals and objectives including a detailed work plan and schedules. Key components of the study work plan included:

1. Development of a coupled 1 Dimensional and 2 Dimensional (1D-2D) flood hydraulic model for the study area and Regulatory floodplain mapping;
2. Geotechnical field investigations and assessment of the stability of the Pickering and Ajax Dykes under a number of loading conditions/failure modes in order to identify materials used to construct the dykes and provide input into the rehabilitation requirements; and
3. A detailed characterization of the flooding within the study area including the identification of flood zones and the mechanisms of flooding and preliminary flood remediation options.

The components of the overall study were completed and presented in three summary reports titled:

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- MIKE Flood 1D-2D Model Development and Regulatory Floodplain Mapping (Valdor, 2018);
- Dyke Level of Service and Rehabilitation Report (Valdor, 2018); and
- Flood Characterization and Preliminary Remediation Investigations (Valdor, 2018).

Study Outcomes

Duffins Creek Floodplain Map Sheets 4, 5 and 6 were updated using the new modeling for the Regional storm. The updated modeling was found to be similar to the current approved floodplain maps, however, spill areas including overland floodplain areas are now much better defined including the delineation of new areas of flood risk found west of Bainbridge Drive and south of Kingston Road, in the vicinity of Betts Road and Annie Crescent, and at the intersection of Finch Avenue and Brock Road (Attachment 1).

Based on the results of the hydraulic model, it was determined that the requisite level of flood protection to the 500 year event is not provided by the existing flood control dykes. The Pickering Dyke provides flood protection for the 100-yr storm and the Ajax Dyke provides flood protection for the 50-yr storm. Factors contributing to the reduced level of flood protection afforded by the Pickering and Ajax Dykes include reduced dyke elevations compared to the design elevations due to settlement and less sophisticated hydraulic modeling methods used as part of the original design process. The MIKE Flood 1D-2D Model Development and Regulatory Floodplain Mapping report recommended that options to rehabilitate the existing dykes and reinstate the 500-yr level of flood protection should be investigated for future consideration and implementation.

The Dyke Level of Service and Rehabilitation Report identified a number of deficiencies for both the Ajax and Pickering Dykes based on the field investigations and the geotechnical investigations. The deficiencies included excessive vegetation, erosion, deteriorating dyke toe protection, improper dyke construction materials, blocked flap gates, sediment and debris in culverts, slope stability issue, and settlement / low areas on top of the dykes. The results of the geotechnical stability analysis indicate that the current dykes do not meet current engineering design standards. This is largely due to the materials used in the construction of the Pickering and Ajax Dykes which consist primarily of non-cohesive soil (i.e. sand/sandy gravel) that is not suitable for this type of flood control facility. As such there is a high potential of dyke failure under an extreme storm event. Unfortunately, there is lack of documentation to explain why these construction deficiencies exist, but mostly likely can be attributed to a lack of quality control and quality assurance during the time of construction.

The report also identified that the elevations for the Pickering Dyke is lower than the design elevations by up to 10 cm and that the Ajax Dyke is lower than the design elevations by up to 33 cm. This is primarily as a result of poor compaction during construction and a lack of freeboard for settlement incorporated into the original design.

The Dyke Level of Service and Rehabilitation Report examined nine options to rehabilitate the dykes to address all the deficiencies described. The preferred option consisted of installing a steel sheet pile wall part way down the existing wet side of the dyke. The retrofit of the Pickering and Ajax dykes based on this option would enable construction to be completed within the existing dyke footprint and would not require the acquisition of private property or easements. The estimated cost of the proposed construction works to rehabilitate the flood dykes to maintain the current level of protection is approximately \$6,200,000 for the Pickering Dyke and approximately \$2,400,000 for the Ajax Dyke. In order to move forward on the rehabilitation plans, the report recommended that further study be undertaken by TRCA in accordance with the Conservation

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Authority Class EA for Remedial Flood and Erosion Control Projects. Prior to the completion of the Class Environmental Assessment (EA) study, the report also recommended that TRCA undertake general repairs and maintenance immediately including erosion protection and flap gate maintenance at a cost of approximately \$30,000.

The final component of the study included the completion of a flood characterization and preliminary remediation investigation to characterize the mechanisms within the system which cause flooding to occur and the development of preliminary flood mitigation solutions for the study area. The Flood Characterization and Preliminary Remediation Investigations report identified 400 residential buildings and 12 industrial/commercial buildings that are within the zone of high risk flooding in Pickering and 23 residential buildings and 25 industrial/commercial buildings in Ajax. A number of hydraulic constraints were identified that contribute to flooding within the study area including confined channels, low points along the existing flood control dykes and low lying areas located throughout the study area. The updated floodplain mapping and characterization will also help inform a future comprehensive update to the Special Policy Areas, as per provincial requirements.

The Flood Characterization and Preliminary Remediation Investigations report concluded that the existing flood control dykes provide a measure of flood mitigation for Pickering and Ajax and that the TRCA should undertake a Conservation Authority Class EA for Remedial Flood and Erosion Control Projects to refine options for the rehabilitation of the dykes and to develop detailed plans to be implemented. Other flood remediation options were ruled out due to excessive costs and land requirements.

FINANCIAL DETAILS

Operating accounts 108-01 (Flood Infrastructure Operation, Maintenance and Supervision) and Capital Account 107-03 (Flood Control Infrastructure Maintenance) will be used to undertake the immediate repairs and maintenance as recommended in the report at a cost of approximately \$30,000. The estimated cost to complete the Conservation Authority Class EA for Remedial Flood and Erosion Control Projects is \$400,000. This type of study is eligible for funding under the National Disaster Mitigation Program (NDMP). Funding for 50 percent of the EA (\$200,000) will be pursued through the NDMP program and the remaining funds (\$200,000) have been committed by the Region of Durham provided TRCA staff can secure NDMP funding to undertake the EA. Once the EA is completed, TRCA will pursue funding for final design and construction from the Town of Ajax, City of Pickering, Region of Durham and provincial and federal infrastructure funds.

NEXT STEPS

TRCA will begin implementing the general repairs and maintenance of the dykes immediately and will also set up a number of meetings with representatives from the City of Pickering, Town of Ajax and Region of Durham to present the study process and results. TRCA staff will also submit a proposal to the NDMP to undertake an Environmental Assessment as per the study recommendations this fall.

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Date: May 23, 2018

Attachments: 1

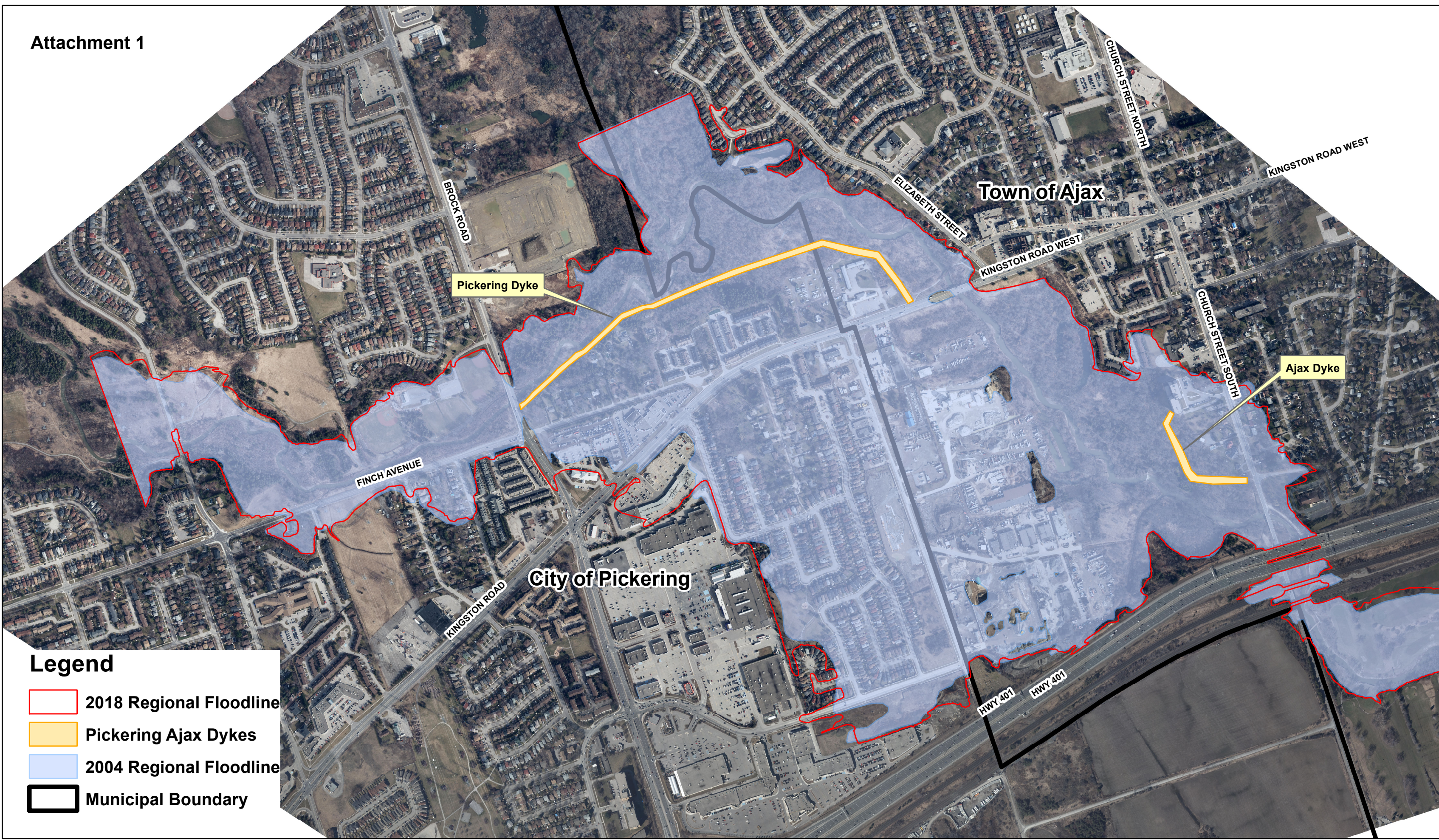
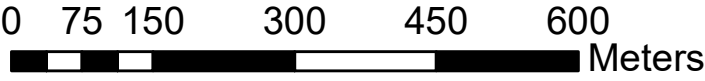


Figure 1
Pickering Ajax SPA
Comparison of Regional Flood Extent



TORONTO AND REGION CONSERVATION AUTHORITY
PICKERING-AJAX 2D MODELING AND DYKE ASSESSEMENT STUDY



Section I – Items for Authority Action

TO: Chair and Members of the Authority
Meeting #5/18, Friday, June 22, 2018

FROM: Nick Saccone, Senior Director, Restoration and Infrastructure

RE: **BLUFFER’S PARK SOUTHWEST HEADLAND AND BEACH MAJOR MAINTENANCE PROJECT**
Supply, Delivery and Placement of 100 – 300 Millimetre Cobblestone for Repair of an Engineered Cobble Beach

KEY ISSUE

Award of Contract #10008142 for supply, delivery and placement of 100 – 300 millimetre cobblestone.

RECOMMENDATION

THAT Contract #1008142 for the supply, delivery and placement of approximately 20,000 tonnes of 100 – 300 millimetre cobblestone to the Bluffer’s Park Southwest Headland and Beach Major Maintenance Project be awarded to Galcon Marine Ltd. for a total cost not to exceed \$1,516,125.00, plus a contingency of 10% to be expended as authorized by Toronto and Region Conservation Authority (TRCA) staff, plus HST, it being the lowest bidder meeting TRCA specifications;

THAT should staff be unable to achieve an acceptable contract with the awarded supplier, staff be authorized to enter into and conclude contract negotiations with the other suppliers that submitted quotations, beginning with the next lowest bidder meeting TRCA specifications;

AND FURTHER THAT authorized TRCA officials be directed to take all necessary actions to implement the foregoing, including the signing and execution of any documents.

BACKGROUND

Bluffer’s Park was built in the 1970’s and opened to the public as a waterfront park in 1981. Erosion control structures along the shoreline of the park include a series of headlands, beaches and revetments. These structures have been monitored annually by TRCA’s Erosion Risk Management Program since 2006. Based on TRCA monitoring records, the southwest headland and adjacent beach within Bluffer’s Park have been in poor condition and recommended for major maintenance since 2009.

A Shoreline Conditions Review undertaken by Shoreplan Engineering in 2010 stated that the instability of the headland was likely caused by a combination of toe instability, lack of consistent double layer placement of armourstone in various areas, lack of sufficient filter layering below the primary armourstone, an over steepened structure slope, and wave overtopping. Preliminary solutions identified were modification of the existing structure or a complete rebuild utilizing existing material when possible and supplementing with new material as required. In 2016, TRCA undertook interim maintenance works to improve headland stability until a permanent solution could be implemented.

Item 8.4

During the same Shoreline Conditions Review, it was determined that erosion of sand material along the over-steepened portion of the bank is resulting from a lack of coarse material to provide stability and an appropriate beach width to dissipate waves before reaching the back portion of the bank.

Shoreplan Engineering was retained in 2017 under Contract #10002436 to provide detailed design solutions for the headland and beach. Detailed designs for repair of the headland and the construction of a cobble beach were completed. The design solution for the headland involves filling in existing voids and adding a second layer of armourstone protection. The design solution for the beach involves a slight realignment and the addition of cobble material to provide a wider beach profile.

Maintenance of the beach is scheduled for July 2018 as all permits and approvals have been obtained. Repair of the headland was originally scheduled for July 2019, but was recently deferred to 2024 following a storm in April 2018 that caused significant damage to another location within Bluffers Park that will require repair first due to the loss of land and risk to public safety. Interim repairs to the headland were completed in 2016 and staff will continue to monitor the structure condition annually and prioritize works accordingly.

RATIONALE

Request for Tender (RFT) #10008142 was publicly advertised on www.biddingo.com on May 16, 2018 and a mandatory site meeting was held on May 24, 2018. The following contractors attended this meeting:

- Atlantis Marine Construction Canada Incorporated;
- Bronte Construction;
- Dean Construction Company Limited;
- Doornekamp Construction Limited; and
- Galcon Marine Limited.

The Procurement Opening Committee opened the Tenders on June 1, 2018 at 12:00 pm with the following results:

RFT # 10008142
Bluffers Park Southwest Headland and Beach Major Maintenance Project –
Construction of a Cobblestone Beach

BIDDERS	TOTAL TENDER AMOUNT (Plus HST)
Galcon Marine Ltd.	\$1,516,125.00
Doornekamp Construction Ltd.	\$1,684,000.00
Dean Construction Company Limited	\$2,857,400.00

Item 8.4

TRCA staff reviewed the bid received from Galcon Marine Ltd. against its own cost estimate and has determined that the bid is of reasonable value and also meets the requirements as outlined in the contract documents. Further assessment by TRCA staff of Galcon Marine Ltd.'s experience and ability to undertake similar projects was conducted through reference checks which resulted in positive feedback that Galcon Marine Ltd. is capable of undertaking the scope of work.

TRCA staff recommends that Contract #10008142 be awarded to Galcon Marine Ltd. for a total cost not to exceed \$1,516,125.00, plus a 10% contract contingency, plus HST as they are the lowest bidder meeting TRCA's specifications.

This project is aligned with leadership strategy number two "Manage our Regional Water Resources for Current and Future Generations", as the shoreline erosion control measures will prevent a breach of the land base into the marina from future erosion.

Additionally, this project aligns with enabling strategy number seven "Build Partnerships and New Business Models." Although TRCA is responsible for the monitoring and maintenance of the erosion control structures at Bluffers Park, staff was able to facilitate discussions with City of Toronto Parks, Forestry and Recreation (PF&R) staff to obtain special funding for this project in 2018. This additional funding helped to mitigate a budget shortfall within TRCA's capital budget for waterfront major maintenance stemming from extensive shoreline damage in spring 2017 due to historic high water levels.

FINANCIAL DETAILS

The total cost to repair the beach is estimated at \$1,766,000. The work is being co-funded by City of Toronto PF&R and TRCA at a share of 65% and 35% of the total cost, respectively. Expenditures are being tracked within account 241-23, with TRCA's portion of the funding to be provided from its 2018 enhanced waterfront major maintenance capital budget within account 241-01.

DETAILS OF WORK TO BE DONE

Implementation of the cobble beach is scheduled for July 2018. The impact to the public is anticipated to be minimal as material will be delivered by barge and the work area is currently restricted to the public and is utilized only by Bluffer's Park Marina staff and patrons (barge).

Project updates, including construction start date, duration and any delays will be communicated to primary stakeholders, such as the City Councillor, Parks Supervisor, marina staff and patrons, and the Toronto Float Home Association through on-going email correspondence, and to a broader audience through project signage, notices in local newspapers and on TRCA's website.

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For Information contact: Jet Taylor, extension 5526

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Date: June 1, 2018

Section I – Items for Authority Action

TO: Chair and Members of the Authority
Meeting #5/18, Friday, June 22, 2018

FROM: Nick Saccone, Senior Director, Restoration and Infrastructure

RE: **ROTARY PEACE PARK SHORELINE MAINTENANCE**
Supply of Various Sizes of Armourstone Material for Shoreline Erosion Control Maintenance

KEY ISSUE

Award of Contracts #10007963, #10007964 and #10007965.

RECOMMENDATION

THAT Contract #10007963 for the supply and delivery of approximately 2,000 tonnes of 4-6 tonne stackable armourstone to the Rotary Peace Park Shoreline Maintenance Project in the City of Toronto, be awarded to CDR Young's Aggregates Inc. at a unit price of \$62.18 per tonne and a total cost not to exceed \$124,360.00, plus a contingency of 10% to be expended as authorized by Toronto and Region Conservation Authority (TRCA) staff, plus HST, it being the lowest bidder meeting TRCA specifications;

THAT Contract #10007964 for the supply and delivery of approximately 3,600 tonnes of 3-5 tonne stackable armourstone to the Rotary Peace Park Shoreline Maintenance project in the City of Toronto, be awarded to CDR Young's Aggregates Inc. at a unit price of \$62.18 per tonne and a total cost not to exceed \$223,848.00, plus a contingency of 10% to be expended as authorized by TRCA staff, plus HST, it being the lowest bidder meeting TRCA specifications;

THAT Contract #10007965 for the supply and delivery of approximately 360 tonnes of 2-4 tonne stackable armourstone and approximately 120 tonnes of 2-3 tonne stackable armourstone to the Rotary Peace Park Shoreline Maintenance project in the City of Toronto, be awarded to J.C. Rock Ltd. at a unit price of \$58.00 per tonne and a total cost not to exceed \$27,840.00, plus a contingency of 10% to be expended as authorized by TRCA staff, plus HST, it being the lowest bidder meeting TRCA specifications;

THAT should staff be unable to achieve an acceptable contract with the awarded suppliers, staff be authorized to enter into and conclude contract negotiations with the other suppliers that submitted quotations, beginning with the next lowest bidder meeting TRCA specifications;

AND FURTHER THAT authorized TRCA officials be directed to take all necessary actions to implement the foregoing, including the signing and execution of any documents.

Item 8.5

BACKGROUND

Rotary Peace Park is a City of Toronto maintained facility located at 25 Eleventh Street in the City of Toronto (former City of Etobicoke) on the north shore of Lake Ontario and features an armourstone headland as shoreline protection. This headland was constructed as a fill extension in the mid 1960's and minor maintenance works have been carried out at various locations on the headland to address deterioration. In 2006, TRCA began conducting annual inspections of the structure as a part of the Valley and Shoreline Monitoring and Maintenance Program. The 2006 inspection identified exposed geotextile with major displacement and voids within the armourstone shoreline revetment. Subsequent inspections have identified ongoing deterioration of the structure including significant scouring behind the upper tiers of the armourstone wall and slumping into the lake.

In 2013, TRCA retained Shoreplan Engineering Limited under Contract RSD13-065 to develop a detailed design solution for the headland. The maintenance work involves repairing the existing headland by reusing existing material where possible, and supplementing with new armourstone as needed. The design also includes the installation of a drainage swale to convey stormwater runoff from a nearby parking lot.

Maintenance is scheduled for July 2018 and is anticipated to take five months to complete.

RATIONALE

Request for Tender (RFQ) #10007963, #10007964 and #10007965 was publicly advertised on the electronic procurement website Biddingo (www.biddingo.com) on May 11, 2018. The Procurement Opening Committee opened tenders on May 25, 2018 and the results are shown below.

B-Town Group was disqualified as their bid was received after the specified closing time.

Contract #10007963 - Supply and Delivery of 2000 Tonnes of 4 – 6 Tonne Piece Stackable Armourstone

BIDDER	TOTAL UNIT PRICE (Plus HST)	TOTAL VALUE OF CONTRACT (Plus HST)
CDR Young's Aggregates Inc.	\$62.18	\$124,360.00
Jeff Parnell Contracting Ltd.	\$69.19	\$138,380.00
Atlantis Marine	\$83.95	\$167,900.00
Glenn Windrem Trucking	\$85.00	\$170,000.00
Cut Above Natural Stone	No Bid	No Bid
J.C. Rock Ltd.	No Bid	No Bid
B-Town Group	Disqualified	Disqualified

Contract #10007964 - Supply and Delivery of 3600 Tonnes of 3 – 5 Tonne Piece Stackable Armourstone

BIDDER	TOTAL UNIT PRICE (Plus HST)	TOTAL VALUE OF CONTRACT (Plus HST)
CDR Young's Aggregates Inc.	\$62.18	\$223,848.00
Atlantis Marine	\$83.95	\$302,220.00
Cut Above Natural Stone	\$84.63	\$304,668.00
Glenn Windrem Trucking	\$93.00	\$334,800.00
Jeff Parnell Contracting Ltd.	No Bid	No Bid
J.C. Rock Ltd.	No Bid	No Bid
B-Town Group	Disqualified	Disqualified

Item 8.5

Contract #10007965 - Supply and Delivery of 360 Tonnes of 2 – 4 Tonne Piece Stackable Armourstone and 120 Tonnes of 2 – 3 Tonne Piece Stackable Armourstone

BIDDER	TOTAL UNIT PRICE (Plus HST)	TOTAL VALUE OF CONTRACT (Plus HST)
J.C. Rock Ltd.	\$58.00	\$27,840.00
CDR Young's Aggregates Inc.	\$64.18	\$30,806.40
Glenn Windrem Trucking	\$78.00	\$37,440.00
Atlantis Marine	\$83.95	\$40,296.00
Cut Above Natural Stone	\$84.63	\$40,622.40
Jeff Parnell Contracting Ltd.	No Bid	No Bid
B-Town Group	Disqualified	Disqualified

Based on the tenders received, staff recommends that:

- CDR Young Aggregates Inc. be awarded Contract #10007963 for the supply and delivery of 2,000 tonnes of 4 – 6 tonne piece stackable armourstone for the unit cost of \$62.18 per tonne and a total cost not to exceed \$124,360.00, plus HST;
- CDR Young Aggregates Inc. be awarded Contract #10007964 for the supply and delivery of 3,600 tonnes of 3 – 5 tonne piece stackable armourstone for the unit cost of \$62.18 per tonne and a total cost not to exceed \$223,848.00, plus HST.
- J.C. Rock Ltd. be awarded Contract #10007965 for the supply and delivery of 360 tonnes of 2 – 4 tonne piece stackable armourstone and 120 tonnes of 2 – 3 tonne piece stackable armourstone for the unit cost of \$58.00 per tonne and a total cost not to exceed \$27,840.00, plus HST.

These contracts are recommended to include a 10% contingency to be expended as authorized by TRCA staff.

TRCA will be conducting quarry inspections to verify that the material is of good quality and meets contract specifications. The licenses of the quarries which the lowest bidders will use to supply the aggregates will be verified to be legitimate and fully licensed using the Ontario government's "find pits and quarries" online tool:

<https://www.ontario.ca/environment-and-energy/find-pits-and-quarries>.

This project is aligned with leadership strategy number two "Manage our regional water resources for current and future generations", as the shoreline erosion control measures will contribute to maximizing the resilience of our water systems in preparation for predicted changes in climate change and assist with reducing the risk of future erosion.

Additionally, this project aligns with enabling strategy number seven "Build partnerships and new business models." TRCA has now completed this type of work on behalf of the City multiple times allowing us to demonstrate TRCA's expertise and capability in performing this critical maintenance thereby increasing TRCA's financial resilience.

FINANCIAL DETAILS

Funding for this project is provided by the City of Toronto in TRCA's 2018 capital budget or for waterfront major maintenance and is being tracked under account 241-09.

DETAILS OF WORK TO BE DONE

Maintenance is scheduled to begin in July 2018 and is expected to take five months to complete.

Item 8.5

The impact of implementation to the public is anticipated to be moderate as the entirety of the park will be cordoned off for the duration of the project. Although the park will be closed, the adjacent playground and pool will remain accessible and Cliff Lumsden Park and Colonial Sam Smith Park serve as viable alternatives and are located approximately 250 m and 500 m away from the project site, respectively.

Project updates, including construction start date, duration and any delays will be communicated to primary stakeholders, such as the City Councillor and Parks Supervisor through on-going email correspondence and to a broader audience through project signage, delivered letters, notices in local newspapers and on TRCA's website.

Report prepared by: Jet Taylor, extension 5526

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For Information contact: Matt Johnston, extension 5525

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Date: May 25, 2018

Section I – Items for Authority Action

TO: Chair and Members of the Authority
Meeting #5/18, Friday, June 22, 2018

FROM: Michael Tolensky, Chief Financial and Operating Officer

RE: **ALBION HILLS CONSERVATION AREA**
Septic System Improvement Project – Rental House and Environmental Field Centre

KEY ISSUE

Award of Contract #10008029 for supply of all labour, equipment and materials necessary for septic system improvements for two septic systems at Albion Hills Conservation Area, in the Town of Caledon.

RECOMMENDATION

THAT Contract #10008029 for supply of all labour, equipment and materials necessary for septic system improvements for two septic systems at Albion Hills Conservation Area, in the Town of Caledon be awarded to Reg-Con Inc. at a total cost not to exceed \$98,880, plus HST, as they are the lowest bidder that best meets Toronto and Region Conservation Authority (TRCA) specifications;

THAT TRCA staff be authorized to approve additional expenditures to a maximum of 10% of the contract cost as a contingency allowance if deemed necessary;

THAT should staff be unable to execute an acceptable contract with the awarded contractor, staff be authorized to enter into and conclude contract negotiations with the other contractors that submitted tenders, beginning with the next lowest bidder meeting TRCA specifications;

AND FURTHER THAT authorized TRCA staff be directed to take any action necessary to implement the contract including obtaining any required approvals and the signing and execution of documents.

BACKGROUND

In order to be compliant with the *Environmental Protection Act*, Albion Hills Conservation Area (AHCA) underwent an Environmental Compliance Approval (ECA) process for all sewage systems located at AHCA in 2015. The ECA issued by the Ministry of the Environment and Climate Change (MOECC) included several specific conditions that TRCA must comply with within defined timelines. In part, the conditions specified that TRCA shall submit an application for an Amended ECA for approval of necessary upgrades to two existing sewage systems; which include a rental house and the Albion Hills Field Centre, to achieve compliance with current design standards.

Item 8.6

The existing rental house septic tank is a two-compartment precast concrete tank with a capacity of approximately 3,600L, collecting wastewater from the house and discharging effluent via gravity to an effluent dosing pump chamber. The existing system contains one existing one-compartment precast concrete effluent dosing pump chamber, equipped with a high level audible/visual alarm system and one effluent submersible pump discharging to the existing subsurface disposal system as described below, furthermore the system contains an in-ground conventional type leaching bed consisting of eight, 15m long runs of perforated distribution piping.

The existing Albion Hills Field Centre has a two-compartment precast concrete tank with a capacity of approximately 13,500L, collecting wastewater from the Field Centre and discharging effluent via gravity to an effluent dosing pump chamber. The system contains one existing one-compartment precast concrete effluent dosing pump chamber with a total capacity of approximately 1,800L. The system is equipped with one effluent submersible pump discharging to the existing subsurface disposal system. Furthermore, the system contains an existing in-ground conventional type leaching bed consisting of approximately 366m of perforated distribution piping.

In 2017, TRCA retained Calder Engineering to submit an amendment to the ECA based on the aforementioned MOECC request. Based on the investigation by Calder Engineering and requirements for ECA approval, the rental house and Field Centre septic systems were determined to require upgrades in order to be compliant with current MOECC standards and regulations and to remain serviceable.

RATIONALE

Tender #10008029 was publicly advertised on the electronic procurement website Biddingo (www.biddingo.com) on May 3, 2018 with a site information meeting held on May 8, 2018. Tender packages were received by the following contractors:

- Berkim Construction Inc.;
- CSL Group Ltd.;
- Reg-Con Inc.; and
- Smith Excavating.

The Procurement Opening Committee opened the Tenders on May 24, 2018 with the following results:

BIDDERS	TOTAL TENDER AMOUNT (Plus HST)
Reg-Con Inc.	\$98,880
Berkim Construction Inc.	\$168,862
CSL Group	\$230,505

Smith Excavating declined to submit a bid after being unable to meet the project requirements.

TRCA staff reviewed the bid received from Reg-Con Inc. against its own cost estimate and has determined that the bid is of reasonable value and also meets the requirements as outlined in the contract documents. Further assessment by TRCA staff of Reg-Con Inc.'s experience and ability to undertake similar projects was conducted through reference checks, which confirmed that Reg-Con Inc. is capable of undertaking the scope of work.

Item 8.6

Based on the bids received, staff recommend that Reg-Con Inc. be awarded Contract #10008029 for supply of all labour, equipment, and materials necessary for septic system improvements for two septic systems at Albion Hills Conservation Area, in the Town of Caledon for a total amount not to exceed \$98,880, plus a 10% contingency, plus HST, it being the lowest bid that meets TRCA specifications.

TRCA's assigned project manager will ensure that all works to be undertaken to carry out the septic improvements will be coordinated with the contractor and staff with responsibility for the management and operation of Albion Hills Conservation Area, the Albion Hills Field Centre and the rental home. This measure will help to minimize potential impacts and sustain normal operations, access, and program delivery during construction and commissioning.

FINANCIAL DETAILS

Funds are available through the Region of Peel, within TRCA's Asset Management Implementation budget: account code 006-62.

Report prepared by: Michelle Guy, extension 5905

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Date: May 29, 2018

Section I – Items for Authority Action

TO: Chair and Members of the Authority
Meeting #5/18, Friday, June 22, 2018

FROM: Michael Tolensky, Chief Financial and Operating Officer

RE: **QUANTITY SURVEYING AND COST CONSULTING SERVICES**
Award of Vendor of Record Contract #10006628 for the Supply of Professional Quantity Surveying and Cost Consulting Services from July 1, 2018 To July 1, 2019

KEY ISSUE

Approval to award Vendor of Record contract for professional quantity surveying and cost consulting services.

RECOMMENDATION

WHEREAS Toronto and Region Conservation Authority (TRCA) is engaged in a variety of projects that require professional quantity surveying and cost consulting services;

THEREFORE LET IT BE RESOLVED THAT TRCA staff be directed to establish a Vendor of Record arrangement with A.W Hooker Quantity Surveyors, Aecom, Altus Group Ltd. and Marshall & Murray Inc. for the supply of professional quantity surveying and cost consulting services from July 1, 2018 to July 1, 2019;

AND FURTHER THAT authorized TRCA officials be directed to take such action as is necessary to implement the contract, including obtaining any required approvals and the signing and execution of any documents.

BACKGROUND

TRCA requires consulting and quantity surveying consulting services for various TRCA divisional needs. By establishing a Vendor of Record (VOR) list for quantity surveying consulting services, vendors are authorized to provide these services for a defined period of time and with fixed pricing. Staff may contact any vendor on the list with the expertise and experience required for their project or program requirements. Vendors will be required to provide all resources required to service the divisional or program needs in accordance with applicable laws, codes, standards, terms and conditions of the Vendors of Record agreement. The VOR list will be subject to annual review in order to confirm that the firms are providing an adequate level of service and to update any applicable policies.

RATIONALE

Request for Proposals (RFP) for supply of professional quantity surveying and cost consulting services Contract #10006628 was publicly advertised on the electronic procurement website Biddingo (www.biddingo.com) on March 12, 2018. The submissions were evaluated on a weighted scoring system consisting of 70% technical criteria and the remaining 30% based on submitted rates. The evaluation criteria included the following: (1) Experience, qualifications, and availability of consultant and its employees proposed for the services; (2) Key personnel; (3) References; and (4) Rates.

Item 8.7

TRCA requires these services for the purpose of preparing budgeting estimates, grant applications, asset management plans, as well as establishing reserve funds and negotiating insurance premiums.

Request for Proposal documents were received by the following eight vendors:

- A.W Hooker Quantity Surveyors;
- Aecom;
- Altus Group Ltd.;
- Hanscomb;
- Marshall & Murray Inc.;
- Rider Levett Bucknall;
- Truest Quantity Surveyors; and
- Turner and Townsend.

Members of the Selection Committee, consisting of TRCA staff, reviewed the submitted proposals and evaluated them based on the aforementioned criteria. The results of the evaluation are as follows:

Vendor	Technical Criteria (out of 40)	Fee (out of 10)	Total
Altus Group Ltd.	33	8	41
A.W Hooker Quantity Surveyors	36	5	41
Marshall & Murray Inc.	29	10	39
Aecom	33	6	39
Hanscomb	28	7	35
Turner and Townsend	26	9	35
Rider Levett Bucknall	26.5	4	30.5
Truest Quantity Surveyors	23	3	26

Through the evaluation, process it was determined that A.W Hooker Quantity Surveyors, Aecom, Altus Group Ltd. and Marshall & Murray Inc. were the four highest scoring vendors meeting the qualifications and requirements set out in RFP #10006628. Staff may contact any of the vendors on the list to complete a requested service based on their fixed prices, experience/qualifications for a specific project and ability to meet the requested timeline. Therefore, staff recommends the award of Contract #10006628 to A.W Hooker Quantity Surveyors, Aecom, Altus Group Ltd. and Marshall & Murray Inc.

FINANCIAL DETAILS

Based upon a review of projects scheduled for implementation during this contract period the anticipated costs for requested services are approximately \$205,000. All vendors understand both the potential cost and resource implications associated with changes in the workload.

Funds for the contract are identified in various TRCA's 2018 and 2019 capital budgets.

Report prepared by: Michelle Guy, extension 5905

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For Information contact: Aaron J. D'Souza, extension 5775

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Date: March 26, 2018

Section I – Items for Authority Action

TO: Chair and Members of the Authority
Meeting #5/18, Friday, June 22, 2018

FROM: Derek Edwards, Director, Parks and Culture

RE: **VENDORS OF RECORD FOR MECHANICAL AND ELECTRICAL CONTRACTORS FROM 2018 TO 2020**
Contract #10007971

KEY ISSUE

Award of Contract #10007971 for the supply of on-call mechanical and electrical related goods and services from July 1, 2018 to June 30, 2020.

RECOMMENDATION

WHEREAS Toronto and Region Conservation Authority (TRCA) is the owner of several properties and facilities across the jurisdiction that require on-call mechanical and electrical services;

AND WHEREAS in May 2018, TRCA solicited proposals through a publicly advertised process and evaluated the proposals based on experience, technical capabilities/type of services offered, key personnel, association memberships, certifications, health and safety policy, in good standing with the Workplace Safety Insurance Board (WSIB), references and rates;

THEREFORE LET IT BE RESOLVED THAT TRCA staff establish a Vendors of Record (VOR) arrangement with three electrical contractors and four mechanical contractors for the supply of on-call services less than \$25,000 per occurrence for a two year time period from July 1, 2018 to June 30, 2020;

AND FURTHER THAT authorized TRCA officials be directed to take necessary action to implement the contract, including obtaining any required approvals and the signing and execution of any documents.

BACKGROUND

To improve efficiency and reduce administrative staff time TRCA staff is recommending establishment of a VOR arrangement for electrical and mechanical contractors for repairs and ongoing maintenance to various TRCA public use and rental facilities across its jurisdiction. This VOR arrangement will help ensure qualified mechanical and electrical contractors are able to provide services at a competitive price while meeting TRCA's specifications and reducing administrative costs associated with conducting multiple requests for quotations.

By establishing a VOR list for on-call and emergency electrical and mechanical services, vendors are authorized to provide these services for a defined period of time and with fixed pricing. Staff may contact a vendor on the list to provide mechanical or electrical related goods and services with a value up to \$25,000 per occurrence. On-call services above the \$25,000 threshold are subject to TRCA's Purchasing Policy and procurement procedures.

Item 8.8

Vendors will be required to provide all labour, materials, equipment and supervision necessary to complete the work in accordance with applicable laws, codes, standards, terms and conditions of the Vendors of Record Agreement.

RATIONALE

Request for Proposal (RFP) for Contract #10007971 was publicly advertised on the electronic procurement website Biddingo (www.biddingo.com) on May 16, 2018. Suppliers were advised that they would be evaluated on the following weighted criteria:

- Applicant's Information and Profile;
- Key Personnel;
- Experience and Qualifications;
- Health and Safety; and
- References.

Suppliers were also required to submit a Schedule of Rates comprised of rates for regular work hours, overtime/emergency work hours and vehicle mileage per kilometre.

TRCA staff received a total of five responses for mechanical and four responses for electrical responses from eight vendors. One vendor (Nortek) submitted a bid for both mechanical and electrical contractor services.

The Procurement Opening Committee opened the quotations on May 23, 2018. Members of the selection committee, consisting of TRCA staff (Lisa Moore, Kate Pankov and Anita Geier) reviewed the proposals based on a weighted scoring system consisting of 75% technical and 25% reasonableness of cost based on the above evaluation criteria.

The results of the evaluation are as follows:

ELECTRICAL CONTRACTORS	
Vendor	Weighted Score (out of 100%)
Rand Electric	83
R.A. Graham	76
Bolton Electric	70
Nortek	66

MECHANICAL CONTRACTORS	
Vendor	Weighted Score (out of 100%)
Black Creek Mechanical	83
Pipe-All Plumbing	82
Glen the Plumber	76
Nor-Line	73
Nortek	68

Item 8.8

The extent of the VOR list will ensure that a vendor will be available to provide goods and services in short order and the geographical distribution of the vendors will reduce the cost of mileage. Staff will be provided all of the information to be able to contact a vendor based on their experience/qualifications, geographical location, cost or a combination of the three. Therefore, staff recommends Contract #10007971 be awarded to Rand Electric, R.A. Graham and Bolton Electric for electrical services and Black Creek Mechanical, Pipe-All Plumbing, Glen the Plumber and Nor-Line for mechanical services, as they best meet TRCA's requirements.

FINANCIAL DETAILS

The total value of this contract is estimated to be \$400,000 based on a review of previous work orders completed in 2017. An increase or decrease in workload will have an impact on the amount of this contract. Vendors understand the potential cost and resource implications associated with changes in workload. The services will be provided on an "as required" basis with no minimum hours guaranteed.

Funds required for the contract are available through TRCA's municipal funding partners and are identified in TRCA's 2018, 2019 and 2020 capital and operating budgets.

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Date: June 13, 2018

Section I – Items for Authority Action

TO: Chair and Members of the Authority
Meeting #5/18, Friday, June 22, 2018

FROM: Darryl Gray, Director, Education, Training and Outreach

RE: **AUDITED FINANCIAL STATEMENTS**
Ontario Government Funded Employer Diversity Training Project

KEY ISSUE

Approval of the Employer Engagement – Strategies for Integration and Retention Project Statement of Revenue and Expenditure for the period April 1, 2017 to March 31, 2018.

RECOMMENDATION

THAT the Employer Engagement – Strategies for Integration and Retention Project (EEP) Statement of Revenue and Expenditure (the Statement), as outlined in Attachment 1, be approved and signed by the Chair and Chief Executive Officer / Secretary-Treasurer in accordance with the Ministry of Citizenship and Immigration’s Audit and Accountability Guidelines for 2017-2018 Ontario Bridge Training Projects (Guidelines);

THAT the Management Representation Letter as outlined in Attachment 2 be signed by the Chair and Chief Executive Officer / Secretary-Treasurer in accordance with the Ministry of Citizenship and Immigration’s Guidelines;

THAT the Amended Schedule “B”, Project Specific Information and Timelines in Attachment 3 be received;

AND FURTHER THAT the Audited Statement of Revenue and Expenses, as outlined in Attachment 4 be received.

BACKGROUND

With funding from the Ontario Ministry of Citizenship and Immigration (MCI), Toronto and Region Conservation Authority’s (TRCA) Strategies for Integration and Retention Project (EEP) started on March 1, 2016 and ended March 31, 2018. Through the development of workshops, online modules, tools and resources, this project is aimed to equip employers in the environmental sector to understand and address considerations related to the hiring, integration and retention of internationally trained professionals.

As part of MCI’s Guidelines, Authority approval of EEP’s Statement of Revenue and Expenditure is required (Attachment 1), as verification that the financial information in the report is complete and accurate.

In addition, MCI requires that a Management Representation Letter be signed by the Chair and Chief Executive Officer / Secretary-Treasurer in regard to the Statement.

RATIONALE

As a result of funding received from MCI for this project, the Authority is responsible for financial reporting and ultimately responsible for reviewing and approving the Statement internally, including verification that:

Item 8.9

- Project funding has been solely applied to costs directly related to the project;
- Funding and/or expenditures from other sources, not directly related to this project, have not been included in the Statement;
- MCI expects that tuition and program fees will be used to off-set program costs related to the delivery of the bridge training project;
- Reported expenditures are net of HST rebates;
- Shared costs have been properly apportioned to the project;
- The project bears full responsibility for absorbing any project deficits;
- Project funds that were provided prior to their immediate need were maintained in an interest-bearing account; and
- Interest earned on project funding has been credited to the project.

The accounting firm of KPMG LLP has completed the audit of the Statement of Revenue and Expenses. The audited statement and accompanying clean opinion are presented in Attachment 3.

Report prepared by: Dash Paja, extension 5593

Email: dpaja@trca.on.ca

For Information contact: Pamela Papadopoulos, extension 5973

Email: ppapadopoulos@trca.on.ca

Date: June 1, 2018

Attachments: 4

Appendix IV: Statement of Revenue and Expenditure Template

FOR THE REPORTING PERIOD FROM 2017/04/01 TO 2018/03/31

(Please refer to your Schedule B for the Reporting Period)

Organization Name: Toronto and Region Conservation Authority

Project Case Number: 2015-08-1-214461350

Organizational contact Name: Leigha Howard, Project Manager Telephone #: (416) 661-6600 ext. 5343

Project Name: Employer Engagement – Strategies for Integration and Retention (EEP)

PROJECT REVENUE	
Approved Carryover Funding from Previous Reporting Period(2016/2017)	\$ 173,923
Ministry Funding for audit period as per <i>Schedule B</i> (2017/2018)	\$
Tuition/Program Fees	\$
Total	\$ 173,923

PROJECT EXPENDITURE	
Total Expenditure	\$ 173,923

DEFERRED REVENUE	
Deferred Revenue for audit period as per <i>Schedule B</i> (2017/2018)	\$

UNALLOCATED	
Unspent funding	\$

INTEREST EARNED	
Interest Earned for audit period 2017/2018	\$ 1,326

I verify that the above financial information is correct and that:

- Project funding has been solely applied to costs directly related to the Project;
- Funding and/or expenditures from other sources, not directly related to this project, have not been included in the Report;
- The Ministry expects that tuition/program fees will be used to off-set program costs related to the delivery of the bridge training project.
- Reported expenditure is net of HST rebates;
- Shared costs have been properly apportioned to the Project;
- The Project bears full responsibility for absorbing any project deficits;
- Project funds that were provided to the Project prior to their immediate need were maintained in an interest-bearing account; and
- Interest earned on Project funding has been credited to the Project.

I certify that the information is true and correct to the best of my knowledge and claimed in accordance with the Ontario Bridge Funding Agreement.

Toronto and Region Conservation Authority

Not-for-Profit Organization

John MacKenzie
Chief Executive Officer and Secretary-Treasurer

Date

Maria Augimeri
Chair

Date

I have the authority to bind the Recipient

Office
Of the
Chair



To Ministry of Citizenship and Immigration

June 22, 2018

This management representation letter is provided in connection with our audited financial statements of Toronto and Region Conservation Authority (TRCA)'s Employer Engagement - Strategies for Integration and Retention (EEP) Project for the year ended March 31, 2018. The financial statements of TRCA's EEP are the responsibility of management and have been approved by the Authority, the board of TRCA.

The financial statements have been prepared by management in accordance with Canadian Generally Accepted Accounting Principles. Management has determined that its choice of accounting policies supporting the amounts presented on the financial statements, are presented fairly, in all material respects.

TRCA maintains systems of internal accounting and administrative controls of high quality. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and that TRCA's operations are appropriately accounted for and assets are adequately safeguarded.

All transactions have been recorded in the accounting records and are reflected in the financial statements. All liabilities have been reviewed by management in consultation with its external auditor KPMG LLP. There are no material liabilities or contingencies as at the date of this report.

Significant assumptions used by management in making accounting estimates, including those measured at fair value, are reasonable and approved by the Authority.

There were no uncorrected misstatements noted as a result of the audit.

This letter confirms that TRCA management and the Authority have provided; access to all information to the external auditors of which they were aware of that is relevant to the preparation of the financial statements, such as records, documentation and other matters; additional information that was requested by the external auditors for the purpose of the audit, and provided unrestricted access to persons within the entity who would be determined necessary to provide audit evidence.

The Authority is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the financial statements. This letter confirms that management and the Authority have fulfilled their responsibilities, as determined in the transfer payment agreement dated March 1, 2016 and in the Amended Schedule "B" of the 1st amending agreement effective as of July 1, 2017.

I/we certify that the information is true and correct to the best of my knowledge and claimed in accordance with the Ontario Bridge Funding Agreement.

John Mackenzie
Chief Executive Officer and Secretary-Treasurer

Date

Maria Augimeri
Chair

Date

I/we have the authority to bind the Recipient

AMENDED SCHEDULE "B"
PROJECT SPECIFIC INFORMATION AND TIMELINES
TORONTO & REGIONAL CONSERVATION AUTHORITY
EMPLOYER ENGAGEMENT – STRATEGIES FOR INTEGRATION AND RETENTION
Grant File Number: 2015-08-1-214461350

PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS		
Maximum Funding	\$320,762 Subject to Additional Provisions below.	
Maximum Funding Allocation per Fiscal Year	FINAL YEAR OF FUNDING \$320,762 for Fiscal Years 2015-2016, 2016-2017, 2017-2018 (PAID) \$170,000 for Fiscal Year 2016-17 (Paid) \$150,000 for Fiscal Year 2015-16 (Paid)	
Funding Instalments and Reporting Requirements for Fiscal Year 2015-2016	\$150,000 upon receipt and acceptance of the following: Contract, duly signed by project contact with authority to do so, as well as the following: <ol style="list-style-type: none"> 1. Organizational chart for the project 2. Work plan for 2016- 2017 3. Updated Budget for 2016-2017 4. An insurance certificate for the Project, as required in Article 11.0 of the Ontario Bridge Funding Agreement 	Due: March 4, 2016 (Deliverables received and payment issued)
Funding Instalments and Reporting Requirements for Fiscal Year 2016-2017	Receipt and acceptance of a status report, including an update on the following: <ol style="list-style-type: none"> 1. Update on advisory consultations through the PAIE advisory process 2. Update on implementation of research into and analysis of existing tools for employers 3. Update on the development of training workshops and online modules 4. Update on strategy to engage employers 	Due: August 31, 2016 (Deliverables received)
	A site visit organized by the Province. The Province will provide an agenda for the visit once the date has been determined and the project is expected to submit the minutes of the meeting and any action notes that were discussed.	Due: July- October, 2016 (Completed)
	\$100,000 upon receipt and acceptance of the following: Status Report, including an update on the following: <ol style="list-style-type: none"> 1. Update on the development of training workshops and online modules 	Due: November 30, 2016 (Deliverables received and payment issued)


PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS		
	<ol style="list-style-type: none"> Update on strategy to engage employers Update on the launch of the training and tool, and the strategy to evaluate the tool and training. Update on the third-party review of this project 	
	<p>\$70,762 Upon receipt and acceptance of the following:</p> <ol style="list-style-type: none"> Work plan for 2017-2018 Budget forecast for 2017-2018 Updated cash flow statement accompanied by the Statement of Revenue and Expenditure Report for the period of March 1 up to December 31, 2016, including the identification of any unspent funds to date. Budget to actual variance report 	<p>Due: January 15, 2017 (Deliverables received and payment issued)</p>
<p>Reporting Requirements for Fiscal Year 2017-2018</p>	<p>Receipt and acceptance of the following:</p> <ol style="list-style-type: none"> Draft Final Report, including: <ul style="list-style-type: none"> Overview of research and analysis of tools, including an analysis of the effectiveness of this approach Overview of the project advisory process Overview of stakeholder/partner participation in the project, including a review of roles and responsibilities, and effectiveness of partnerships Overview of strategy to engage employers, including an analysis of the effectiveness of this approach Overview of the development of training and tools for employers Overview of launch of training and tools Overview of the third-party review of this project. 	<p>Due: April 20, 2017 (Deliverables received)</p>
	<p>Receipt and acceptance of the following:</p> <ol style="list-style-type: none"> Final Report, including: <ul style="list-style-type: none"> Overview of research and analysis of tools, including an analysis of the effectiveness of this approach Overview of the project advisory process Overview of stakeholder/partner participation in the project, including a review of roles and responsibilities, and effectiveness of partnerships 	<p>Due: June 15, 2017 (Deliverables received)</p>

PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

	<ul style="list-style-type: none"> • Overview of strategy to engage employers, including an analysis of the effectiveness of this approach • Overview of the development of training and tools for employers • Overview of launch of training and tools • Overview of the third-party review of this project. 	
	<p>Receipt and acceptance of the following</p> <ol style="list-style-type: none"> 1. 1st Amending Agreement, duly signed by project contact with authority to do so 2. Organizational chart for the project 3. Workplan for 2017-2018 4. Budget for 2017-2018 5. Monthly Cashflow projection for 2017-2018 6. Budget to Actual Variance Report for 2016-17 with a rationale for variances of 10 percent or more. 7. An insurance certificate for the Project, as required in Article 11.0 of the Ontario Bridge Funding Agreement 8. Status Report on: <ul style="list-style-type: none"> • Overview of the project advisory process • Overview of stakeholder/partner participation in the project, including a review of roles and responsibilities, and effectiveness of partnerships • Overview of strategy to engage employers, including an analysis of the effectiveness of this approach • Overview of the development of training and tools for employers • Overview of the third-party review of this project. 	Due: October 13, 2017
	<p>Receipt and acceptance of the following:</p> <ol style="list-style-type: none"> 1. Final Report, including: <ul style="list-style-type: none"> • Overview of the project advisory process • Overview of stakeholder/partner participation in the project, including a review of roles and responsibilities, and effectiveness of partnerships • Overview of strategy to engage employers, including an analysis of the effectiveness of this approach • Overview of the development of training for employers • Overview of launch of training and tools 	Due: March 15, 2018

PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS		
	<ul style="list-style-type: none"> • Overview of the third-party review of this project. <ol style="list-style-type: none"> 2. Completed Project Success Stories Template, Provided by the Province, describing both and individual successes. 3. A long- term financial plan or plan for continuation of the project or program beyond the end of this funding. 	
Funding Instalments and Reporting requirements for remaining Fiscal Year(s)	Final Year of Funding.	
Service Delivery End Date	March 31, 2018	
Expiration Date	March 31, 2018	
Address for notice under Article 18.1 if to the Province	Doug Dixon Director Immigration Programs Branch Ministry of Citizenship, Immigration 400 University Avenue, 3 rd Floor Toronto, ON, M7A 2R9 Phone: 416-212-4290 E-mail: Doug.Dixon@ontario.ca	
Address for notice under Article 18.1 if to the Recipient	Kathy Stranks Senior Manager, Corporate Secretariat CEO's Office Toronto and Region Conservation Authority 5 Shoreham Dr. Downsview, Ontario M3N 1S4 Phone: 416-661-6600 ext. 5264 Fax: 416-661-6898 Email: kstranks@trca.on.ca	
Province Contact Person and Address for the purposes of Article 35	Benilda Silkowska-Masior Senior Program Advisor Labour Market Integration Unit Immigration Programs Branch Ministry of Citizenship, Immigration and International Trade 400 University Avenue, Toronto, ON, M7A 2R9 Phone: 416-325-7233 Fax: 416-326-6265 E-mail: Benilda.Silkowka-Masior@ontario.ca	

PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Recipient Contact Person and Address for the purposes of Article 35	<p>Leigha Howard Supervisor, eNewcomer Programs Toronto and Region Conservation Authority 5 Shoreham Dr. Downsview, Ontario M3N 1S4 Phone: (416) 661-6600 ext. 5343 Fax: 416-661-6898 Email: Lhoward@TRCA.on.ca</p>
Additional Requirements	<p>An audit for the time period covered by the start of this project up to June 30, 2017 will be required by November 30, 2017.</p> <p>An audit for the time period July 1, 2017 to March 31, 2018 will be required by June 30, 2018.</p> <p>Please note: audits are required for each fiscal year of funding for the project and are due in the first three months of the Province's new fiscal year. The Province fiscal year is April 1 to March 31.</p>
Additional Provisions	<p>All Recipients will acknowledge the support of the Government of Ontario in all materials related to the Project. Recipients will also make known on any premises used in connection with the Project that it is funded by the Government of Ontario.</p> <p>Below are the requirements for acknowledgement of funding from the Government of Ontario.</p> <ol style="list-style-type: none"> 1. All print and electronic communications must acknowledge provincial government funding. Communications may include, but are not limited to: <ul style="list-style-type: none"> • Program brochures • News releases • Newsletters • Newspaper advertisements • E-bulletins • Program websites • Videos/DVDs <p>Recipients will use the following wording to acknowledge funding:</p> <p>English:</p> <p style="text-align: center;"><i>Funded by:</i></p> <div style="text-align: center;">  Ontario </div> <p>French:</p> <p style="text-align: center;"><i>Financé par :</i></p>

PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS



2. Organizations will ensure that any premises used in connection with the Project will acknowledge funding from the Government of Ontario. The following wording will be used on a sign or other visual media placed in a conspicuous location on any premises used in connection with the Project

English:

[Name of program]

An Ontario Bridge Training Program for Internationally Trained Individuals

Funded by:



French:

[Nom du programme]

Un programme ontarien de formation relais pour les personnes formées à l'étranger

Financé par :



3. Projects will provide to the Province, prior to release, an electronic copy of all reports, announcements, brochures, audiovisual materials, internet materials, advertising and publicity, including design or other public communication or publication.

DRAFT #2
May 31, 2018

Statement of Revenue and Expenses of

**TORONTO AND REGION
CONSERVATION AUTHORITY**
EMPLOYER ENGAGEMENT - STRATEGIES FOR
INTEGRATION AND RETENTION

Period from April 1, 2017 to March 31, 2018

INDEPENDENT AUDITORS' REPORT

To the Ministry of Citizenship and Immigration

We have audited the accompanying statement of revenue and expenses for the Employer Engagement - Strategies for Integration and Retention of Toronto and Region Conservation Authority for the period from April 1, 2017 to March 31, 2018, and notes, comprising the basis of accounting and other explanatory information (the "Statement"). The Statement has been prepared by management in accordance with the financial reporting provisions in the Audit and Accountability Guidelines for Ontario Bridge Training Projects 2017-2018, issued by the Ministry of Citizenship and Immigration.

Management's Responsibility for the Statement

Management is responsible for the preparation of the Statement in accordance with the financial reporting provisions in the Audit and Accountability Guidelines for Ontario Bridge Training Projects 2017-2018, issued by the Ministry of Citizenship and Immigration, and for such internal control as management determines is necessary to enable the preparation of the Statement that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on this Statement based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the Statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Statement. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the Statement, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation of the Statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the Statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the statement of revenue and expenses for the Employer Engagement - Strategies for Integration and Retention of Toronto and Region Conservation Authority for the period from April 1, 2017 to March 31, 2018 is prepared, in all material respects, in accordance with the financial reporting provisions in the Audit and Accountability Guidelines for Ontario Bridge Training Projects 2017-2018, issued by the Ministry of Citizenship and Immigration.

Basis of Accounting

The Statement is prepared to provide information to the Ministry of Citizenship and Immigration. As a result, the Statement may not be suitable for another purpose.

Restriction on Use

Our report is intended solely for Toronto and Region Conservation Authority and the Ministry of Citizenship and Immigration and should not be used by parties other than Toronto and Region Conservation Authority or the Ministry of Citizenship and Immigration.

DRAFT

Chartered Professional Accountants, Licensed Public Accountants

Vaughan, Canada

TORONTO AND REGION CONSERVATION AUTHORITY

EMPLOYER ENGAGEMENT - STRATEGIES FOR INTEGRATION AND RETENTION

DRAFT Statement of Revenue and Expenses

Period from April 1, 2017 to March 31, 2018

Revenue:

Ministry of Citizenship and Immigration grant	\$ 172,597
Interest earned	1,326
	<hr/> 173,923

Expenses:

Program costs:

Salaries and benefits	107,768
Development of online modules and delivery of training and outreach	20,250
Third-party project evaluation	13,539
Outreach for project/networking	9,603
Meals and travel	718
Project equipment/supplies	422
	<hr/> 152,300

Administrative costs:

TRCA project surcharge	17,796
Audit fees	3,562
Communications	265
	<hr/> 21,623
	<hr/> 173,923

Excess of revenue over expenses	\$ —
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See accompanying notes to statement of revenue and expenses.

TORONTO AND REGION CONSERVATION AUTHORITY

EMPLOYER ENGAGEMENT - STRATEGIES FOR INTEGRATION AND RETENTION

DRAFT Notes to Statement of Revenue and Expenses

Period from April 1, 2017 to March 31, 2018

1. Nature of operations:

This statement of revenue and expenses (the "Statement") pertains to the Employer Engagement - Strategies for Integration and Retention Program ("EEP" or the "Program") administered under the Funding Agreement issued by the Ministry of Citizenship and Immigration, and Toronto and Region Conservation Authority ("TRCA"). Accordingly, this Statement does not include all the assets, liabilities, revenue and expenses of TRCA.

TRCA is administering the Program on behalf of the Ministry of Citizenship and Immigration.

2. Significant accounting policies and basis of presentation:

The Statement reflects the operations of EEP, a program of TRCA, and has been prepared by management based on the Audit and Accountability Guidelines for Ontario Bridge Training Projects 2017-2018 from the Ministry of Citizenship and Immigration. Costs eligible for reimbursement by the Ministry of Citizenship and Immigration under the Funding Agreement effective March 1, 2016 are eligible costs that are incurred on or after April 1, 2017 and by March 31, 2018.

Significant accounting policies with respect to the Statement are as follows:

(a) Revenue recognition:

Government transfers received are recognized in the Statement as revenue when the transfers are authorized and all eligibility criteria have been met, except when there is a stipulation that gives rise to an obligation that meets the definition of a liability. In that case, the transfer is recorded as deferred revenue and recognized as revenue as the stipulations are met. Interest is accrued when earned.

(b) Expense recognition:

Expenses recognized in the Statement are recorded in the year incurred on the accrual basis of accounting. The accrual basis of accounting recognizes the effect of transactions and events in the period in which the transactions and events occur, regardless of whether there has been a payment of cash or its equivalent. Accrual accounting recognizes a liability until the obligation or condition(s) underlying the liability is partly or wholly satisfied.

TORONTO AND REGION CONSERVATION AUTHORITY

EMPLOYER ENGAGEMENT - STRATEGIES FOR INTEGRATION AND RETENTION

Notes to Statement of Revenue and Expenses (continued)

Period from April 1, 2017 to March 31, 2018

2. Significant accounting policies and basis of presentation (continued):

(c) In-kind contributions:

In accordance with the Funding Agreement for the Program, no in-kind contributions have been included in the Statement.

Section I – Items for Authority Action

TO: Chair and Members of the Authority
Meeting #5/18, Friday, June 22, 2018

FROM: Darryl Gray, Director, Education, Training and Outreach

RE: **AUDITED FINANCIAL STATEMENTS**
Ontario Government Funded Professional Access and Integration Enhancement (PAIE) Program

KEY ISSUE

Approval of the Professional Access and Integration Enhancement (PAIE) Program Statement of Revenue and Expenditure for the period April 1, 2017 to March 31, 2018.

RECOMMENDATION

THAT the Professional Access and Integration Enhancement (PAIE) Program Statement of Revenue and Expenditure (the Statement), as outlined in Attachment 1, be approved and signed by the Chair and Chief Executive Officer / Secretary-Treasurer in accordance with the Ministry of Citizenship and Immigration's Audit and Accountability Guidelines for 2017-2018 Ontario Bridge Training Projects (Guidelines);

THAT the Management Representation Letter as outlined in Attachment 2 be signed by the Chair and Chief Executive Officer / Secretary-Treasurer in accordance with the Ministry of Citizenship and Immigration's Guidelines;

THAT the Revised Schedule "B", Project Specific Information and Timelines in Attachment 3 be received;

AND FURTHER THAT the Audited Statement of Revenue and Expenses, as outlined in Attachment 4 be received.

BACKGROUND

With funding from the Ontario Ministry of Citizenship and Immigration (MCI), Toronto and Region Conservation Authority (TRCA) has been delivering the PAIE bridge training program since 2006 to assist internationally trained professionals in accessing training, licensing and employment opportunities in their field within the environmental sector.

As part of MCI's Guidelines, Authority approval of PAIE's Statement of Revenue and Expenditure is required (Attachment 1), as verification that the financial information in the report is complete and accurate.

In addition, MCI requires that a Management Representation Letter be signed by the Chair and Chief Executive Officer / Secretary-Treasurer in regard to the Statement.

RATIONALE

As a result of funding received from MCI, the Authority is responsible for financial reporting and ultimately responsible for reviewing and approving the Statement internally, including verification that:

Item 8.10

- Project funding has been solely applied to costs directly related to the project;
- Funding and/or expenditures from other sources, not directly related to this project, have not been included in the Statement;
- MCI expects that tuition and program fees will be used to off-set program costs related to the delivery of the bridge training project;
- Reported expenditures are net of HST rebates;
- Shared costs have been properly apportioned to the project;
- The project bears full responsibility for absorbing any project deficits;
- Project funds that were provided prior to their immediate need were maintained in an interest-bearing account; and
- Interest earned on project funding has been credited to the project.

The accounting firm of KPMG LLP has completed the audit of the Statement of Revenue and Expenses. The audited statement and accompanying clean opinion are presented in Attachment 3.

Report prepared by: Dash Paja, extension 5593

Email: dpaja@trca.on.ca

For Information contact: Pamela Papadopoulos, extension 5973

Email: ppapadopoulos@trca.on.ca

Date: June 1, 2018

Attachments: 4

Appendix IV: Statement of Revenue and Expenditure Template

FOR THE REPORTING PERIOD FROM 2017/04/01 TO 2018/03/31

(Please refer to your Schedule B for the Reporting Period)

Organization Name: Toronto and Region Conservation Authority

Project Case Number: 2013-08-1-15258274

Organizational contact Name: Leigha Howard, Project Manager Telephone #: (416) 661-6600 ext. 5343

Project Name: Professional Access and Integration Enhancement (PAIE)

PROJECT REVENUE	
Approved Carryover Funding from Previous Reporting Period(2016/2017)	\$ 272,026
Ministry Funding for audit period as per <i>Schedule B</i> (2017/2018)	\$ 404,350
Tuition/Program Fees	\$ 1,686
Total	\$ 678,062

PROJECT EXPENDITURE	
Total Expenditure	\$ 666,825

DEFERRED REVENUE	
Deferred Revenue for audit period as per <i>Schedule B</i> (2017/2018)	\$

UNALLOCATED	
Unspent funding	\$ 11,237

INTEREST EARNED	
Interest Earned for audit period 2017/2018	\$ 1,082

I verify that the above financial information is correct and that:

- Project funding has been solely applied to costs directly related to the Project;
- Funding and/or expenditures from other sources, not directly related to this project, have not been included in the Report;
- The Ministry expects that tuition/program fees will be used to off-set program costs related to the delivery of the bridge training project.
- Reported expenditure is net of HST rebates;
- Shared costs have been properly apportioned to the Project;
- The Project bears full responsibility for absorbing any project deficits;
- Project funds that were provided to the Project prior to their immediate need were maintained in an interest-bearing account; and
- Interest earned on Project funding has been credited to the Project.

I certify that the information is true and correct to the best of my knowledge and claimed in accordance with the Ontario Bridge Funding Agreement.

Toronto and Region Conservation Authority
Not-for-Profit Organization

John MacKenzie
Chief Executive Officer and Secretary-Treasurer

Date

Maria Augimeri
Chair

Date

I have the authority to bind the Recipient

Office
Of the
Chair



To Ministry of Citizenship and Immigration

June 22, 2018

This management representation letter is provided in connection with our audited financial statements of Toronto and Region Conservation Authority (TRCA)'s Professional Access and Integration Enhancement (PAIE) Program for the year ended March 31, 2018. The financial statements of TRCA's PAIE Program are the responsibility of management and have been approved by the Authority, the board of TRCA.

The financial statements have been prepared by management in accordance with Canadian Generally Accepted Accounting Principles. Management has determined that its choice of accounting policies supporting the amounts presented on the financial statements, are presented fairly, in all material respects.

TRCA maintains systems of internal accounting and administrative controls of high quality. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and that TRCA's operations are appropriately accounted for and assets are adequately safeguarded.

All transactions have been recorded in the accounting records and are reflected in the financial statements. All liabilities have been reviewed by management in consultation with its external auditor KPMG LLP. There are no material liabilities or contingencies as at the date of this report.

Significant assumptions used by management in making accounting estimates, including those measured at fair value, are reasonable and approved by the Authority.

There were no uncorrected misstatements noted as a result of the audit.

This letter confirms that TRCA management and the Authority have provided; access to all information to the external auditors of which they were aware of that is relevant to the preparation of the financial statements, such as records, documentation and other matters; additional information that was requested by the external auditors for the purpose of the audit, and provided unrestricted access to persons within the entity who would be determined necessary to provide audit evidence.

The Authority is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the financial statements. This letter confirms that management and the Authority have fulfilled their responsibilities, as determined in the transfer payment agreement dated April 1, 2014; Amended Schedule "B" 2015-2016 dated December 17, 2015; Revised Schedule "B" of the 1st Amending Agreement effective as of January 15, 2017 and Revised Schedule "B" of the 2nd Amending Agreement effective as of August 1, 2017.

I/we certify that the information is true and correct to the best of my knowledge and claimed in accordance with the Ontario Bridge Funding Agreement.

John Mackenzie
Chief Executive Officer and Secretary-Treasurer

Date

Maria Augimeri
Chair

Date



I/we have the authority to bind the Recipient

REVISED SCHEDULE "B"
PROJECT SPECIFIC INFORMATION AND TIMELINES
ORGANIZATION: TORONTO AND REGION CONSERVATION AUTHORITY
PROJECT NAME: TRCA PAIE PROGRAM - CONNECTING TO THE GREEN
ECONOMY
Grant File Number: 2013-08-1-15258274

PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS		
Maximum Funding	\$2,554,350 Subject to Additional Provisions below.	
Maximum Funding Allocation per Fiscal Year	\$404,350 for Fiscal Year 2017-18 This is a final Year of Funding \$725,000 for Fiscal Year 2016-17 (Paid) \$775,000 for Fiscal Year 2015-16 (Paid) \$650,000 for Fiscal Year 2014-15 (Paid)	
Funding Instalments and Reporting Requirements for Fiscal Year 2017-2018	\$204,350 upon receipt and acceptance of the following: <ol style="list-style-type: none"> 1. Amending Agreement, duly signed by project contact with authority to do so 2. Updated organizational chart for the project 3. Updated work plan for 2017-18 4. Updated budget for 2017-18 5. Monthly cash flow projection for 2017-18 6. Budget-to-Actual variance report for 2016-17 with a rationale for variances of 10 per cent or more 7. An insurance certificate for the Project, as required in Article 11.0 of the Ontario Bridge Funding Agreement 	Due: October 6, 2017
	\$200,000 upon receipt and acceptance of the following: <ol style="list-style-type: none"> 1. Draft Final Report, including an overview of the following: <ul style="list-style-type: none"> • Overview of the mentor recruitment strategy • Overview of the participant recruitment strategy • Overview of the strategy to market the program and to employers and other stakeholders • Overview of the occupation-specific employment services for participants 	Due: December 15, 2017

PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS		
	<ul style="list-style-type: none"> • Overview of technical workshops for participants • Overview of the strategy to secure work placements for participants • Overview of employer services • Overview of the mentorship opportunities gained • Overview of the types of employment outcomes gained • Overview of advisory and alumni engagement • Overview of the development of the online learning resources • Overview of lessons learned <p>2. Updated cash flow statement accompanied by the Statement of Revenue and Expenditure Report for the period of April 1 up to September 30 2017, including the identification of any un-spent funds to date.</p> <p>3. A long-term financial plan or plan for continuation of the project or program beyond the end of this funding.</p>	
	<p>1. Final Report, including an overview of the following:</p> <ul style="list-style-type: none"> • Overview of the mentor recruitment strategy • Overview of the participant recruitment strategy • Overview of the strategy to market the program and to employers and other stakeholders • Overview of the occupation-specific employment services for participants • Overview of technical workshops for participants • Overview of the strategy to secure work placements for participants • Overview of employer services • Overview of the mentorship opportunities gained • Overview of the types of employment outcomes gained • Overview of advisory and alumni engagement • Overview of the development of the online learning resources • Overview of lessons learned <p>2. Final report from the third-party evaluator</p> <p>3. Completed Project Success Stories Template, Provided by the Province, describing both and individual successes.</p>	Due: March 15, 2018
	Completed "Numeric Performance Indicators" template provided to the Province Contact Person, whether changes have occurred or not.	Due quarterly within five (5) business days of the beginning of each quarter.

PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS		
	The Participant Profile section of the Numeric Performance Indicators' report is required by the Province at the end of each fiscal year of the project.	Due March 31, 2018
Funding Instalments and Reporting requirements for remaining Fiscal Year(s)	Final Year of Funding	
Service Delivery End Date	March 31, 2018	
Expiration Date	September 30, 2018	
Address for notice under Article 18.1 if to the Province	Doug Dixon Director Immigration Programs Branch Ministry of Citizenship, Immigration and International Trade 400 University, 3rd floor Toronto, ON. M7A 2R9 Phone: 416-212-4290 Fax: 416-326-6265 Email: doug.dixon@ontario.ca	
Address for notice under Article 18.1 if to the Recipient	Brian Denney Chief Executive Officer Toronto and Region Conservation Authority 101 Exchange Avenue Vaughan, ON L4K 5R6 Phone: 416-661-6600 Fax: 416-661-6898 Email: bdenney@trca.on.ca	
Province Contact Person and Address for the purposes of Article 35	Benilda Silkowska-Masior Senior Program Advisor Labour Market Integration Unit Immigration Programs Branch Ministry of Citizenship and Immigration de 400 University Avenue, 3rd Floor Toronto, Ontario, M7A 2R9 Phone: 416-325-7233 Fax: 416-326-6265 Email: benilda.silkowska-masior@ontario.ca	
Recipient Contact Person and Address for the purposes of Article	Leigha Howard Supervisor, Newcomer Programs Toronto and Region Conservation Authority 101 Exchange Avenue	

PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS	
35	<p>Vaughan, ON L4K 5R6 Phone: 416-661-6600 ext. 5343 Fax: 416-661-6898 Email: lhowardl@trca.on.ca</p>
Additional Requirements	<p>An audit for the time period covered by the start of this project up to March 31, 2018 will be required by June 30, 2018.</p> <p>Please note: audits are required for each fiscal year of funding for the project and are due in the first three months of the Province's new fiscal year. The Province fiscal year is April 1 to March 31.</p>
Additional Provisions	<p>All Recipients will acknowledge the support of the Government of Ontario in all materials related to the Project. Recipients will also make known on any premises used in connection with the Project that it is funded by the Government of Ontario.</p> <p>Below are the requirements for acknowledgement of funding from the Government of Ontario.</p> <ol style="list-style-type: none"> 1. All print and electronic communications must acknowledge provincial government funding. Communications may include, but are not limited to: <ul style="list-style-type: none"> • Program brochures • News releases • Newsletters • Newspaper advertisements • E-bulletins • Program websites • Videos/DVDs <p>Recipients will use the following wording to acknowledge funding:</p> <p>English:</p> <p style="text-align: center;"><i>Funded by:</i></p> <div style="text-align: center;">  Ontario </div> <p>French:</p> <p style="text-align: center;"><i>Financé par :</i></p> <div style="text-align: center;">  Ontario </div> 2. Organizations will ensure that any premises used in connection with the Project will acknowledge funding from the Government of Ontario. The following wording will be used on a sign or other visual media placed in a conspicuous location on any premises used in connection with the Project

PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

English:

[Name of program]
An Ontario Bridge Training Program for Internationally Trained Individuals

Funded by:



French:

[Nom du programme]
Un programme ontarien de formation relais pour les personnes formées à l'étranger

Financé par :



3. Projects will provide to the Province, prior to release, an electronic copy of all reports, announcements, brochures, audiovisual materials, internet materials, advertising and publicity, including design or other public communication or publication.

DRAFT #2
June 1, 2018

Statement of Revenue and Expenses of

**TORONTO AND REGION
CONSERVATION AUTHORITY**
PROFESSIONAL ACCESS AND INTEGRATION
ENHANCEMENT PROGRAM

Period from April 1, 2017 to March 31, 2018

INDEPENDENT AUDITORS' REPORT

To the Ministry of Citizenship and Immigration

We have audited the accompanying statement of revenue and expenses for the Professional Access and Integration Enhancement Program of Toronto and Region Conservation Authority for the period from April 1, 2017 to March 31, 2018, and notes, comprising the basis of accounting and other explanatory information (the "Statement"). The Statement has been prepared by management in accordance with the financial reporting provisions in the Audit and Accountability Guidelines for Ontario Bridge Training Projects 2017-2018, issued by the Ministry of Citizenship and Immigration.

Management's Responsibility for the Statement

Management is responsible for the preparation of the Statement in accordance with the financial reporting provisions in the Audit and Accountability Guidelines for Ontario Bridge Training Projects 2017-2018, issued by the Ministry of Citizenship and Immigration, and for such internal control as management determines is necessary to enable the preparation of the Statement that is free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on this Statement based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the Statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Statement. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the Statement, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation of the Statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the Statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the statement of revenue and expenses for Professional Access and Integration Program of Toronto and Region Conservation Authority for the period from April 1, 2017 to March 31, 2018 is prepared, in all material respects, in accordance with the financial reporting provisions in the Audit and Accountability Guidelines for Ontario Bridge Training Projects 2017-2018, issued by the Ministry of Citizenship and Immigration.

Basis of Accounting

The Statement is prepared to provide information to the Ministry of Citizenship and Immigration. As a result, the Statement may not be suitable for another purpose.

Restriction on Use

Our report is intended solely for Toronto and Region Conservation Authority and the Ministry of Citizenship and Immigration and should not be used by parties other than Toronto and Region Conservation Authority or the Ministry of Citizenship and Immigration.

DRAFT

Chartered Professional Accountants, Licensed Public Accountants

Vaughan, Canada

TORONTO AND REGION CONSERVATION AUTHORITY

PROFESSIONAL ACCESS AND INTEGRATION ENHANCEMENT PROGRAM

DRAFT Statement of Revenue and Expenses

Period from April 1, 2017 to March 31, 2018

Revenue:

Ministry of Citizenship and Immigration grant	\$ 664,057
Program and application fees	1,686
Interest earned	1,082
	<hr/> 666,825

Expenses:

Program costs:

Salaries and benefits	578,207
Technology, software & soft skills training/workshops	21,485
Third-party evaluation	8,000
	<hr/> 607,692

Administrative costs:

Administration fee	32,516
Marketing	9,279
Office supplies	6,268
Audit	3,562
Travel, meetings and consultations	3,365
Communications	1,966
Staff development	1,526
Facility rentals	651
	<hr/> 59,133
	<hr/> 666,825

Excess of revenue over expenses	\$ —
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See accompanying notes to statement of revenue and expenses.

TORONTO AND REGION CONSERVATION AUTHORITY

PROFESSIONAL ACCESS AND INTEGRATION ENHANCEMENT PROGRAM

DRAFT Notes to Statement of Revenue and Expenses

Period from April 1, 2017 to March 31, 2018

1. Nature of operations:

This statement of revenue and expenses (the "Statement") pertains to the Professional Access and Integration Enhancement Program ("PAIE" or the "Program") administered under the Funding Agreement issued by the Ministry of Citizenship and Immigration and Toronto and Region Conservation Authority ("TRCA"). Accordingly, this Statement does not include all the assets, liabilities, revenue and expenses of TRCA.

TRCA is administering the Program on behalf of the Ministry of Citizenship and Immigration.

2. Significant accounting policies and basis of presentation:

The Statement reflects the operations of PAIE, a program of TRCA, and has been prepared by management based on the Audit and Accountability Guidelines for Ontario Bridge Training Projects 2017-2018 from the Ministry of Citizenship and Immigration. Costs eligible for reimbursement by the Ministry of Citizenship and Immigration under the Funding Agreement effective April 1, 2017 are eligible costs that are incurred on or after April 1, 2017 and by March 31, 2018.

Significant accounting policies with respect to the Statement are as follows:

(a) Revenue recognition:

Government transfers received are recognized in the Statement as revenue when the transfers are authorized and all eligibility criteria have been met, except when there is a stipulation that gives rise to an obligation that meets the definition of a liability. In that case, the transfer is recorded as deferred revenue and recognized as revenue as the stipulations are met.

Revenue from program and application fees are recognized as revenue in the period in which the related services are performed. Amounts collected for which the related services have not been performed are recognized as deferred revenue and recognized as revenue when the related services are performed.

TORONTO AND REGION CONSERVATION AUTHORITY

PROFESSIONAL ACCESS AND INTEGRATION ENHANCEMENT PROGRAM

DRAFT Notes to Statement of Revenue and Expenses (continued)

Period from April 1, 2017 to March 31, 2018

2. Significant accounting policies and basis of presentation (continued):

(b) Expense recognition:

Expenses recognized in the Statement are recorded in the period incurred on the accrual basis of accounting. The accrual basis of accounting recognizes the effect of transactions and events in the period in which the transactions and events occur, regardless of whether there has been a payment of cash or its equivalent. Accrual accounting recognizes a liability until the obligation or condition(s) underlying the liability is partly or wholly satisfied.

(c) In-kind contributions:

In accordance with the Funding Agreement for the Program, no in-kind contributions have been included in the Statement.

Section III – Items for the Information of the Board

TO: Chair and Members of the Authority
Meeting #5/18, Friday, June 22, 2018

FROM: Chandra Sharma, Director, Watershed Strategies

RE: **CARRUTHERS CREEK WATERSHED PLAN**
2018 Update

KEY ISSUE

Annual update to the Authority on the Carruthers Creek Watershed Plan.

RECOMMENDATION

WHEREAS Resolution #A106/15 requires staff to report on the progress of the Carruthers Creek Watershed Planning process to the Authority annually, or more frequently as need arises, and at the completion of the Watershed Plan;

THEREFORE IT IS RECOMMENDED THAT the Carruthers Creek Watershed Plan staff report be received.

BACKGROUND

On April 1, 2015 Durham Region Council authorised staff to engage Toronto and Region Conservation Authority (TRCA) in a consulting capacity to update the Carruthers Creek Watershed Plan on the Region's behalf. The Watershed Plan will be completed in two phases over a four-year period.

TRCA staff updates the Authority annually, or more frequently as needed, in keeping with Authority Resolution #A106/15. The history of reporting to the Authority for this project includes the following resolutions:

- Authority Meeting #6/15, held on June 26, 2015, Resolution #A106/15
- Authority Meeting #6/16, held on July 22, 2016, Resolution #A128/16
- Authority Meeting #8/16, held on October 28, 2016, Resolution #A169/16
- Authority Meeting #8/17, held on October 27, 2017, Resolution #A194/17

Technical Work

The last update to the Authority in October 2017 followed the completion of Phase 1, which involved gathering data in the field and desktop analyses, and culminated in the completion of seven peer-reviewed technical reports which characterise the watershed's existing conditions:

1. Aquatic Crossing and Barrier Assessment;
2. Aquatic Habitat and Community Characterization;
3. Fluvial Geomorphology Assessment;
4. Headwater Drainage Features;
5. Hydrogeology;
6. Surface Water Quality Characterization; and
7. Terrestrial Natural Heritage.

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Immediately after the completion of Phase 1 in October 2017, staff began Phase 2. An overview of the work for the second phase is outlined in the report which was received by Durham Regional Council in May 2018, available using this [link](#).

Similar to Phase 1, all work completed in Phase 2 will be subject to a peer review process. The Peer Review Advisor for the Carruthers Creek Watershed Plan released a letter of endorsement of the planned Phase 2 technical work in May 2018 to the Region of Durham (Attachment 1), and will continue to be involved throughout this phase to oversee the entire peer review process. Phase 2 of the Watershed Plan consists of seven major components over a two-year period, scheduled for completion in late 2019. While identified as “steps” it is best to consider the technical work components to be iterative rather than linear, as the process to develop and revisit the findings which will inform the management recommendations has a series of checks and balances to ensure the work is robust. The key tasks are summarised as follows:

- Establish updated Goals and Objectives for the watershed.
- Based on the conditions observed through Phase 1 and other watershed health assessments, develop Targets for the watershed and identify the Management Actions required to achieve the Goals and Objectives.
- Establish watershed response methodologies / assessments to measure how the watershed could be expected to respond to changes in land use and other factors, such as climate change.
- Develop, model and evaluate five scenarios for the watershed, consisting of historic conditions, existing conditions, approved development per current Official Plans, approved development and an enhanced Natural Heritage System, and a scenario with prospective development post-2031 and an enhanced Natural Heritage System.
- Formulate and evaluate candidate Management Actions to achieve the desired state of watershed health.
- Develop Management Recommendations and an Implementation Strategy.
- Deliver the final Watershed Plan.

Consultation

In support of the Phase 2 technical work, TRCA will undertake extensive stakeholder and public consultation as outlined in the [strategy](#). The current stage of consultation focuses on reviewing the Vision and Management Philosophy created for the 2003 Watershed Plan which will be the guiding principles of the new Watershed Plan. Staff anticipate that while the overall intent to protect, restore and enhance the watershed still resonates with people, the language may need updating to reflect issues which have taken prominence over the last 15 years, such as climate change.

TRCA’s partners, the general public and stakeholders are asked to review the Vision and Management Philosophy and suggest changes and/or additions by taking the online survey accessible through the project website. The website (<https://yoursay.ca/carruthers-creek>) was launched in March 2018 and provides background information on the watershed and the Watershed Plan, including the technical reports from Phase 1, and a project timeline. The website is also set up to share information and gather feedback at key stages throughout the Watershed Plan development process through the use of a project email list, an online survey, and an email address to receive comments for the duration of the project: carruthers@trca.on.ca.

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For the first few months of Phase 2, specific major consultation activities included the following:

- TRCA staff hosted a workshop in December 2017 to consult municipal staff from Ajax, Pickering and Durham Region to discuss the proposed Phase 2 work, including plans for the first stage of public and stakeholder consultation.
- In February 2018, TRCA staff completed a coordinated response to detailed written comments from the Town of Ajax regarding the Phase 1 reports.
- The start of public and stakeholder consultation in March 2018 with the launch of the project consultation portal at <https://yoursay.ca/carruthers-creek>.
- In May 2018, Durham Regional Council received the Regional staff report containing an update on TRCA's Phase 2 technical work key tasks and consultation plans (Attachment 1).
- Media coverage in May 2018 included one article which quoted Authority Members Ajax Regional Councillor Colleen Jordan and Pickering Regional Councillor Kevin Ashe, as well as Regional Chair Gerri Lynn O'Connor, on the importance of the Watershed Plan; another article resulted from a TRCA staff presentation to Ajax Council, by invitation from Councillor Jordan, and promoted the public consultation currently underway.
- Stakeholder group meetings began in March and will continue into summer 2018. Presentations to the TRCA's citizen advisory group, the Regional Watershed Alliance, as well as the Ajax Environmental Advisory Committee, Durham Environmental Advisory Committee, Durham Agricultural Advisory Committee, and other local citizen advisory committees were scheduled for June.

Going forward, general public consultation in the form of outreach at venues throughout Pickering and Ajax will begin this summer and continue to September 2018.

RATIONALE

TRCA staff updates the Authority annually, or more frequently as needed. This report to the Authority in support of the attached outline of Phase 2 work comprises the annual update the Carruthers Creek Watershed Plan development process.

FINANCIAL DETAILS

The Carruthers Creek Watershed Plan is a four-year project with a total budget of \$1,089,431, funded by the Region of Durham through a service agreement with TRCA.

DETAILS OF WORK TO BE DONE

The first stage of consultation will conclude at the end of September 2018, and once results are available, staff will update the Authority.

Major components of the technical work for Phase 2 now underway include:

- Land use scenario modelling: hydrology, hydrogeology, water quality, fluvial geomorphology, all models include consideration of the impacts of climate change;
- Green infrastructure and ecosystem services valuation;
- Surface water quantity assessment;
- Aquatic and terrestrial habitat suitability;
- Urban forestry;
- Flood line mapping;
- Ecological Restoration and land stewardship opportunities;
- Target and baseline setting;
- Integration to ensure the Plan utilizes a holistic approach to watershed management.

Item 9.1

As noted above, all Phase 2 work will be subjected to peer review. Later in the watershed planning process, the technical analyses will inform management recommendations, and staff will also develop an implementation schedule. Staff will continue to update the Authority and the Region of Durham on the status of this study as it progresses through the annual update report and other reports requested by the Region.

Report prepared by: Maryam Nassar, extension 5937

Emails: mnassar@trca.on.ca

For Information contact: Maryam Nassar, extension 5937; Gary Bowen, 416-271-8944

Emails: mnassar@trca.on.ca; gbowen@trca.on.ca

Date: May 30, 2018

Attachments: 1

May 16, 2018

Mr. Brad Anderson
Principal Planner
Planning and Economic Development
Regional Municipality of Durham
PO Box 623
605 Rossland Road East
Whitby, ON
L1N 6A3

RE: CARRUTHERS CREEK WATERSHED PLAN
PHASE 2 TECHNICAL ANALYSES AND CONSULTATION PLAN

Dear Mr. Anderson

This letter confirms that I have reviewed TRCA's planned approaches to the Phase 2 Technical Analyses and the Communications and Consultation Strategy and have determined that they are comprehensive, rigorous and technically sound. They are leading edge among Ontario's conservation authorities. The scope and processes are consistent with what is described in the October 2017 TRCA document entitled "*Next Generation of Watershed Planning Terms of Reference*". They also embody directions found in newly drafted provincial guidance on watershed planning and in the 2016 Durham Community Climate Adaptation Plan. The continuing commitment to independent third-party peer-review, similar to that used in Phase 1, ensures that the completed Carruthers Watershed Plan will provide informed, unbiased, updatable and stakeholder-supported guidance over the management of the watershed for the sustained benefit of the communities it serves.

Through his recent letters (March 27 and April 3, 2018) to you, Gary Bowen has described Phase 2 work planning and timelines in some detail. My letter serves to highlight some of the key elements and expected deliverables.

PHASE 2 - TECHNICAL IMPACT ANALYSES AND EVALUATION

The Phase 2 technical impact analysis follows on from the Phase 1 watershed characterization studies in examining the expected impacts of future growth and changes in land use in combination with other influences such as climate change. The goals, objectives and management actions contained in the 2003 Watershed Plan and the 2004 Fisheries Management Plan will be revisited in light of the passage of time and the improved understanding of watershed conditions and processes gained through more recent monitoring and assessment. Potential management options for protecting human health and well-being, mitigating adverse impacts on watershed health and sustainability, and building a more robust natural heritage system will be evaluated using cause and effect modeling and other tools. Five forward looking scenarios are being selected to reflect differing land uses and growth, longer-term and extreme-event drivers and influences

attributable to climate change, and the application of a range of possible protection, restoration and enhancement actions. Priority action areas will be determined based on the evaluation of existing conditions, the analysis of future risks and vulnerabilities, and the identification of opportunities ranked according to feasibility and effectiveness.

Ecosystem components being examined include the terrestrial system, wetlands and woodlots, the urban canopy, the integrated (surface and ground and quality and quantity) water resource system, and aquatic system health. Their role in providing 'ecosystem services' such as human health and well-being and public safety (e.g. flooding) and how those services may be impacted under each scenario will be evaluated.

TRCA's goal is to have final reporting and peer-review of the impact analysis and a preliminary evaluation of potential management actions completed by December 2018 which will then lead into the development and refinement of management recommendations during the first half of 2019. Deliverables under each ecosystem component will include documentation of modeling and other evaluation tools used, digital mapping of key features and vulnerabilities, and the identification of restoration and enhancement targets and opportunities. A synthesis report will bring the components together into an integrated examination of deficiencies in the existing natural heritage system and in the management of water resources and an examination of potential actions and priorities for achieving and maintaining watershed resilience and sustainability.

CLIMATE CHANGE CONSIDERATIONS

Mounting evidence of our changing climate and its impacts on human health and well-being and on natural heritage systems makes it imperative that observed and projected impacts be evaluated as part of the watershed planning process. Over the past decade the GGH and other parts of southern Ontario have seen the damaging effects on homes and businesses and on municipal infrastructure and services caused by flooding from intense, short-duration thunderstorms. Ice storms like the one that occurred in 2013 have caused extensive damage to the urban tree canopy and costly disruption of the electrical power grid. Prolonged drought-like conditions as seen in 2016 adversely impact rural communities, farmers and golf courses and increase risks to aquatic habitat.

The debate over how best to evaluate projected changes in climate variables including rainfall intensities and frequencies and temperatures is continuing. To assist them in moving forward with the selection of future climate scenarios as part of the watershed planning process TRCA has enlisted the support of the Ontario Climate Consortium (OCC). To this end the OCC is convening a forum of experts and invited stakeholders on June 11, 2018 at Black Creek Pioneer Village on the subject of climate change and watershed planning. In my peer-review oversight role on the Carruthers watershed I, along with other potential ecosystem component peer review candidates, will be attending the forum.

COMMUNICATIONS AND CONSULTATION STRATEGY

As a critical part of this new generation of watershed planning TRCA is breaking new ground both in the extent and in the manner of communicating with and involving local governments, community-based organizations, businesses, residents, and other parties and persons with an interest in the Carruthers watershed. A range of methods will be employed to foster awareness and understanding, provide updates on progress, receive input and feedback and answer questions. These will include a dedicated interactive website, mailing lists, online surveys, public information


centres, small group meetings, milestone reports to regional and local municipal councils, staff-to-staff meetings, and information releases via news media and social media. The unprecedented scope of this communications and consultation strategy should ensure that the vision, goals, objectives and management directions contained in the final watershed plan reflect a fully informed integration among all stakeholder interests

MY ROLE

My continuing role as an independent Peer Review Advisor is intended to bring process oversight from the perspective of someone with an extensive background in integrated watershed planning and management acquired through 30+ years of related provincial, conservation authority and private consulting service. I will be assisting TRCA in the selection of subject-matter peer reviewers, in the supplementary evaluation of peer review comments and staff responses, and in ensuring that Phase 2 reporting provides a sound basis for development of the final watershed plan.

I would be happy to respond to any questions you may have regarding my assessment of the Phase 2 approach, including the Work Plan and Communications and Consultation Strategy as currently documented. This could be done over the phone or in-person at your convenience.

Sincerely,

A handwritten signature in blue ink, appearing to read 'John Kinkead', with a stylized, flowing script.

John Kinkead, P. Eng.
President

Cc Gary Bowen, TRCA
Maryam Nassar, TRCA

Section III – Items for the Information of the Board

TO: Chair and Members of the Authority
Meeting #5/18, Friday, June 22, 2018

FROM: Nick Saccone, Senior Director, Restoration and Infrastructure

RE: **G. ROSS LORD DAM EMERGENCY PREPAREDNESS PLAN**
Emergency Preparedness Plan for Flooding Caused By Operations or Failure at
G. Ross Lord Dam

KEY ISSUE

Overview of the G. Ross Lord Dam Emergency Preparedness Plan, which will be used to assist the City of Toronto in responding to flood emergencies caused by operations or failure of the dam.

RECOMMENDATION

IT IS RECOMMENDED THAT Toronto and Region Conservation Authority's (TRCA) Emergency Preparedness Plan for G. Ross Lord Dam be received.

BACKGROUND

G. Ross Lord Dam is owned and operated by Toronto and Region Conservation Authority. The dam is located at 700 Finch Avenue West near Dufferin Street in Toronto. It was built in 1973 to control flooding on the West Don River and is the largest dam owned by TRCA. The dam is 20 metres high and 350 metres long. The dam consists of an earthen embankment with two concrete spillways to control flow. The dam reservoir's normal elevation is 172.3 metres above sea level (MASL) which corresponds to a storage capacity of approximately 400,000 cubic metres of water. The maximum operating level of the reservoir is approximately 5,500,000 cubic metres of water. The dam was designed to store water during rain events. After the rain event has passed and river levels have returned to normal, the gates at the dam are opened to bring the reservoir back down 172.3 MASL to create storage for the next storm. The dam has an operator on-call 24/7 to open the gates when required.

Dams in Ontario are subject to the Lakes and Rivers Improvement Act (LRIA) that is managed by the Ministry of Natural Resources and Forestry (MNRF). The LRIA stipulates that all dams must undergo a Dam Safety Review (DSR) to ensure they meet all requirements for structural stability, geotechnical stability, hydraulic capacity, public safety and other parameters. A key component of the DSR process is the Hazard Potential Classification analysis which determines the level of risk the dam poses to the public if the dam failed. Dams with the highest risk to the public must meet the most stringent criteria regulations for safety. G. Ross Lord Dam underwent a DSR in 2013 and the Hazard Potential Classification was determined to be Very High. If G. Ross Lord Dam failed during an extreme flood event there would be approximately 3,000 persons at risk and \$1,050,000,000 in property damage.

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The potential extreme consequences of G. Ross Lord Dam necessitates that an emergency management plan be in place to mitigate the risks from flooding caused by gate operations and dam failure. The LRIA does not specify requirements for emergency management systems. Emergency management guidelines for dams are prescribed by the Canadian Dam Association (CDA). CDA is a group of dam owners, operators, regulators and engineers who share the goal of advancing knowledge and practices related to dams including emergency management. The 2007 CDA Dam Safety Guidelines states that:

1. An effective emergency management process shall be in place for the dam.
2. The emergency management process shall include emergency response procedures to guide the dam operator and site staff through the process of responding to an emergency at a dam.
3. The emergency management process shall ensure that effective emergency preparedness procedures are in place for use by external response agencies with responsibilities for public safety within the floodplain.

As such, TRCA has maintained emergency management plans for G. Ross Lord Dam since 2008. In 2015, CDA realized that the emergency management component of the 2007 Dam Safety Guidelines required an update to better reflect modern emergency management systems. The objective of this update is to develop a technical bulletin to provide dam owners with detailed criteria for an appropriate emergency management plan. CDA has hosted two workshops with dam owners to discuss the contents of this technical bulletin with the objective of releasing the final document at the CDA Conference in the fall of 2018. TRCA has attended both workshops and is familiar with the proposed content of the technical bulletin. As such, TRCA began the process of updating G. Ross Lord Dam's emergency management plans in the fall of 2015 to meet the proposed 2018 emergency management technical bulletin.

RATIONALE

The CDA recommends developing an Emergency Preparedness Plan (EPP) for external stakeholders, such as municipal emergency management offices, police, fire, utilities and other agencies, that would play a role in responding to dam emergencies. Developing the G. Ross Lord Dam EPP required the following:

1. Development of inundation maps.
2. Identification and engagement of external stakeholders.
3. Development of EPP content.
4. Public engagement.

TRCA's G. Ross Lord Dam Flood and Dam Breach Emergency Preparedness Plan can be obtained using this [link](#).

Inundation Maps

Inundation maps depict the areas expected to be flooded during a dam break. The maps are used by first responders to identify areas that would need to be evacuated. The maps were created using modeled flow information from the estimated breach of the dam. Since G. Ross Lord Dam is located in an urban environment, potentially hundreds of buildings would be evacuated during a worst case scenario dam failure. The dam is located close to the communities it was designed to protect and so, during a dam failure, the flood wave from the breach would arrive very quickly and first responders would have limited time to evacuate the affected properties. To assist first responders in prioritizing areas for evacuation, TRCA developed three zones on the maps that depict different levels of flooding based on the conditions created by the dam failure. Each scenario is referred to as a "Zone" on the map. Zone

Item 9.2

descriptions are listed in Table 1. The maps are available in Appendix A in the [Emergency Preparedness Plan](#).

Zone	Colour	Description
Zone 1	Red	Zone 1 depicts the area expected to be flooded during a gate opening at the dam during a storm event. The flow used to delineate the inundated area is based on the August 19, 2005 storm event and is approximately 215m ³ /s..
Zone 2	Orange	Zone 2 is based on a dam failure if the dam's reservoir was full and the dam failed when the downstream river was at normal levels. The peak flow of this scenario is approximately 550m ³ /s.
Zone 3	Yellow	Zone 3 is the worst case scenario and inundates the largest number of buildings. The flow used to delineate Zone 3 is based on the Probable Maximum Flood (PMF) plus the failure of the dam. The PMF is the largest rain event that would be theoretically possible in southern Ontario. The additional flow from the dam failure is added to the PMF flow and then used to delineate the Zone 3 inundation area. Peak flow for this scenario is approximately 4200m ³ /s.

Table 1

TRCA's Flood Duty Officer (FDO) will direct City of Toronto's emergency services as to what Zone will be affected by the dam emergency depending on existing flood conditions and reservoir levels.

Identification and Engagement of External Stakeholders

The inundation maps were used to identify external stakeholders and include all entities that would respond to or be impacted by an emergency from G. Ross Lord Dam. TRCA identified the following stakeholders:

- Toronto Office of Emergency Management (OEM)
- Toronto Fire
- Toronto Police Service
- Toronto Water
- Toronto Transportation
- Toronto Transit Commission
- Toronto Hydro
- Toronto Parks, Forestry and Recreation

OEM is the facilitator for the City of Toronto's Emergency Management Working Group (EMWG), of which TRCA is a member, where all emergency management issues in Toronto are discussed. All stakeholders identified by TRCA are members of the EMWG. This allowed TRCA to directly engage with stakeholders through the EMWG. Input from the EMWG was used to develop the content of the EPP.

EPP Content

TRCA developed the G. Ross Lord Dam's EPP content so that users could quickly get information to assist in the timely response to a dam emergency. EPP contents include:

- Purpose of the EPP so users can quickly understand the nature of the emergency.
- TRCA's emergency contact numbers including radio contact information should cell service be unavailable.

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- Notification flow charts that demonstrate how a dam emergency situation is communicated through TRCA to City of Toronto's OEM, stakeholders and emergency services.
- A description of roles and responsibilities to clarify expected actions of TRCA and external stakeholders during an emergency.
- A description of inundation maps and how to interpret them.

The information was incorporated into the draft EPP. On June 13, 2017 TRCA presented the draft EPP to the Toronto Emergency Management Program Committee (TEMPC) which consists of City of Toronto divisional directors, Mayor's office, City Manager and other senior leaders from the City of Toronto. TRCA answered questions and received feedback for the EPP which was incorporated into the final document.

Public Engagement

For an EPP to be effective, it is critical that people within the area of risk be informed about the EPP and what would be expected of them during a dam break or flood emergency. TRCA, in collaboration with City of Toronto's OEM and Strategic Communications, organized a public open house to educate affected residents on the purpose of the EPP. In January 2018, invitation flyers were hand delivered to all buildings within the inundation areas. On February 5, 2018, an open house was held at the Agricola Lutheran Church at 25 Old York Mills Road. The public open house consisted of information panels, a presentation by TRCA and a question period. TRCA staff, along with OEM and Toronto Police Service, were available to answer questions from the public. Approximately 50 residents attended the open house.

FINANCIAL DETAILS

Operating accounts 108-01 (Flood Infrastructure Operation, Maintenance and Supervision) and 115-62 (Flood Risk Management and Communications) funded by City of Toronto were used for staff time to develop the G. Ross Lord Dam EPP.

Report prepared by: Craig Mitchell, 647 212-2410

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